



Dear Parent / Carer,

**Cardiff Metropolitan University, Cardiff, UCAS Convention**  
**Wednesday 28 March 2018**

As part of our UCAS preparation, Year 12 students have the fantastic opportunity to attend the above conference where all British universities will be represented, as well as apprenticeship providers for those not interested in university. It is compulsory for all Year 12 students to attend this event as it is a vital part of their application procedure and careers focus. Students can obtain information on the admissions and applications processes and attend seminars on:

1. Student Life
2. Choosing a University
3. Student Finance
4. Applying through UCAS

The convention will take place at Cardiff Metropolitan University on Wednesday 28 March. Transport will be provided to leave school at 11.15am and return at approximately 3.30pm. Transport home will need to be arranged at the end of the day as we may miss the school buses. Students will need to make their own arrangements for lunch but are to remain on the Cardiff Met site.

Even though we have made a school booking, **students will need to register for their own tickets**, which they will need to bring with them on the day. We have included the instructions for doing this along with this letter. Please ensure that your son/daughter completes this as soon as possible using the link: [www.ucas.com/exhibitions](http://www.ucas.com/exhibitions) (UCASBKN2645, booking reference).

Admission to the convention is free but there is a fee of £15 to cover travel costs. Please complete, detach and return the permission slip together with a cheque (**payable to Chepstow School**) to reception by **Tuesday 21<sup>st</sup> March 2018** at the very latest.

Kind regards,

Mrs H Gosling  
Head of Year 13

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Student: \_\_\_\_\_ Form: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Tel No: \_\_\_\_\_

Please give details of any medical conditions, allergies and current medication:

.....  
I give permission for my son / daughter to attend the UCAS Convention on Wednesday 28 March 2018 and enclose a cheque (**payable to Chepstow School**) for £15.00.

Signed: ..... Date: .....  
Parent / Carer

\*This event can only take place if a sufficient number of students participate and contribute to costs.