



UNIVERSITY OF
CAMBRIDGE

Guide to completing My Cambridge Application

2023/2024 Entry

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Introduction

In order to make a valid application to the University of Cambridge, applicants are asked to complete My Cambridge Application shortly after submitting their UCAS application. The purpose of My Cambridge Application is to ensure that we have complete and consistent information about all applicants. It also enables us to collect information that is not part of the UCAS application but which we find useful when assessing applications, such as the topics you have covered as part of your AS/A Level (or equivalent) courses.

Once your UCAS application has been received by the University, which is usually within 48 hours of submission, a message will be sent to the email address you supplied in that application. In this email you will be provided with a link to My Cambridge Application, your personal log-in details and a date by which you must complete it. In the majority of cases this deadline will be 18:00 (UK time) on 22 October 2022.

This guide gives more information about My Cambridge Application in order to help applicants know what to expect before starting the questionnaire and provide support while completing it.



If you are unable to complete My Cambridge Application online (ie because you do not have a valid email address, or as a result of a disability) please contact the Cambridge Admissions Office as soon as possible (email: applicationhelp@admin.cam.ac.uk) and we will send you a paper version of My Cambridge Application to complete.

We strongly recommend that you do not leave any part of your application to the last minute/deadline day in case you encounter difficulties that may take some time to resolve and which may cause you to miss a deadline as a result.

Overview

At a glance

My Cambridge Application is divided into sections:

- Application Type
- Photograph
- Personal Details
- International
- Education
- Qualifications
- Additional Information
- Submit

Each section is made up of one or more pages. More information about each section, and the questions that you will be asked in each, is given on p7-19 of this guide.

- You don't have to complete My Cambridge Application in one go. You can log in as many times as necessary to complete My Cambridge Application, until you submit it. The first time you access My Cambridge Application you will be asked to log in using the details in the email we send you. You will then be required to set your own password to enable you to access My Cambridge Application again.
- In addition to the information in this guide you will find guidance in the 'Help Text' panel on each page of My Cambridge Application itself.
- Some questions may not apply to you, for example those that apply only to a particular course or to particular qualifications. In cases where we know that a question definitely does not apply to you individually, the answer box will be unavailable, or the only item in the drop-down menu will say 'Not applicable'.
- Some questions are compulsory and you will not be able to submit My Cambridge Application until you have answered these. Compulsory questions are indicated with an asterisk next to the question number (eg '* T3').
- You can move between pages and sections of My Cambridge Application using the navigation bar which runs across the top of each page as well as by clicking the 'Previous Page' and 'Next Page' buttons.
- Every time you go to a different page in the questionnaire all of your work will be saved automatically. Alternatively, you can click the 'Save' button at any time. If your questionnaire is inactive for more than 60 minutes you will automatically be logged out and will lose any unsaved work. Therefore, we advise you to save your work regularly.
- You will be able to view all of your answers at any time by using the 'Review My Answers' button. This overview will also show you which questions haven't been answered yet. Please note that Firefox (www.mozilla.org/firefox) is the preferred web browser for completing My Cambridge Application.

Information required

There are a number of pieces of information you will need to hand in order to complete My Cambridge Application. These include:

- your UCAS Personal ID
- the temporary My Cambridge Application password we send you by email
- a passport-style digital photograph of yourself
- details of the units you have taken/are taking, including UMS results achieved so far if you have taken/are taking modular AS/A Levels
- details of the band scores you have achieved, if you have taken Scottish Highers/Advanced Highers
- a copy of your High School Transcript, where required. For guidance as to whether or not you are required to submit a High School Transcript, please go to: www.undergraduate.study.cam.ac.uk/applying/transcripts
- a copy of your University Transcript (if applicable). Further information can be found at www.undergraduate.study.cam.ac.uk/applying/transcripts
- fee payment (where applicable)

You may also find it helpful to consider in advance how you will answer the questions with free text boxes, such as the optional additional personal statement. You can familiarise yourself with these questions by reviewing p7-19 of this guide.

If you have all of the above information to hand and have thought about your answers to those questions requiring a comment or statement, we estimate that you could complete My Cambridge Application in around an hour.

Example pages

UNIVERSITY OF CAMBRIDGE
My Cambridge Application

Application type > Photograph > Personal details > International > **Education** > Qualifications > Additional information > Submit > [Log out](#)

A → **Education (1 of 3)**

B → E1 If you have taken GCSEs at a UK school please enter its name and postcode
School Name
School Postcode

* E2 Please give the month and year (MM/YYYY) when you left or will leave school/college

* E3 Having checked the transcripts flowchart, are you required to submit a High School and/or University Transcript? Yes No

E3a If yes, I acknowledge that my application will be invalid if I have not submitted a High School and/or University Transcript by the relevant application deadline

E4 If you have left school/college (or expect to leave by March 2023) please indicate what you intend to do before starting your degree course (max. 300 characters including spaces)

Count

* Indicates a compulsory question

[Previous Page](#) [Next Page](#) [Save](#) [Review My Answers](#)

Help Text

Question E1
If you have **not** taken GCSEs at a UK school please leave this blank.

Question E2
Please give the month and year when you left or expect to leave school/college in MM/YYYY format (e.g. June 2023 would be presented as 06/2023).

Question E3
You may be required to submit a High School Transcript in English as part of your application. Please check the [transcripts flowchart](#) carefully to find out whether a transcript is required from you. If a transcript is required, you must submit it by the relevant application deadline. If you are attending/have attended a university, you must submit a University Transcript in English. Your application will not be considered unless a transcript is received.

[Tell me more about transcripts](#)

Question E4
If you have already left school/college, or will have left by March 2023, please provide a brief description of what you plan to do before starting your degree course.

[Guide to completing My Cambridge Application \(pdf\)](#)

I → [Log out](#)

E → [Tell me more about transcripts](#)

UNIVERSITY OF CAMBRIDGE
My Cambridge Application

Application type > Photograph > Personal details > International > **Education** > Qualifications > Additional information > Submit > [Log out](#)

F → **Education (1 of 3)**

E1 If you have taken GCSEs at a UK school please enter its name and postcode
School Name
School Postcode

* E2 Please give the month and year (MM/YYYY) when you left or will leave school/college

* E3 Having checked the transcripts flowchart, are you required to submit a High School and/or University Transcript? Yes No

E3a If yes, I acknowledge that my application will be invalid if I have not submitted a High School and/or University Transcript by the relevant application deadline

E4 If you have left school/college (or expect to leave by March 2023) please indicate what you intend to do before starting your degree course (max. 300 characters including spaces)

Count

* Indicates a compulsory question

[Previous Page](#) [Next Page](#) [Save](#) [Review My Answers](#)

Help Text

Question E1
If you have **not** taken GCSEs at a UK school please leave this blank.

Question E2
Please give the month and year when you left or expect to leave school/college in MM/YYYY format (e.g. June 2023 would be presented as 06/2023).

Question E3
You may be required to submit a High School Transcript in English as part of your application. Please check the [transcripts flowchart](#) carefully to find out whether a transcript is required from you. If a transcript is required, you must submit it by the relevant application deadline. If you are attending/have attended a university, you must submit a University Transcript in English. Your application will not be considered unless a transcript is received.

[Tell me more about transcripts](#)

Question E4
If you have already left school/college, or will have left by March 2023, please provide a brief description of what you plan to do before starting your degree course.

[Guide to completing My Cambridge Application \(pdf\)](#)

I → [Log out](#)

K → [Tell me more about transcripts](#)

D →

G → [Previous Page](#)

H → [Next Page](#)

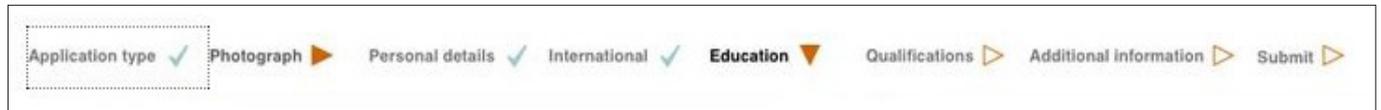
J → [Review My Answers](#)

	Feature	Notes
A	Current section	This highlights which section you are currently viewing. It also indicates which page within the section you are on.
B	Question	Each section comprises a number of questions, which are numbered E1, E2, E3 etc. Compulsory questions are identified by an asterisk (eg '* E2').
C	Answer box	Depending on the question you will either be given Yes, No, N/A (not applicable) buttons to choose from, a drop-down list to select from, or a text box to type your answer into. If the question is definitely not applicable to you (because it does not apply to the course you want to study), you will not be able to answer the question, although the question text will still be visible.
D	Count button	There are limits to the length of some answers (defined in terms of the number of characters). Where appropriate a 'Count' button can be found next to the answer box. You can use this to calculate how many characters you have used so far in your answer.
E	Help text panel	On most pages help text for each question will appear on the right-hand side of the screen; on some pages it will appear above the question. If you need extra help, click on the link at the bottom right of the page which will take you to a copy of this guide.
F	Navigation bar	The sections of My Cambridge Application are represented in the navigation bar along the top of each page. Each section label will change appearance as you work through the questionnaire. You can jump to a given section by clicking on the appropriate section within the navigation bar.
G	Next Page/ Previous Page	These buttons allow you to move to the next/previous page within the form. If there are compulsory questions on that page, you won't be able to proceed until you have filled them in. You can go back to edit your answers to these later though.
H	Save	Every time you move to a different page in the questionnaire your work will be saved automatically. Alternatively, you can click the 'Save' button at any time.
I	Log out	You will have the option to log out at any time using the link in the top right-hand corner of your screen. Before you log out, please use the 'Save' button to avoid losing any work on the current page.
J	Review My Answers	This button takes you to an overview of the answers you have provided and allows you to see which questions have not yet been answered. This page will also highlight any compulsory questions that have not been answered, as well as any problems with the answers you have already provided.
K	Submit	Once you have completed the questions relevant to you and are happy with your answers you can submit My Cambridge Application.

Moving Between Pages and Sections

You can either use the 'Next Page' and 'Previous Page' buttons at the bottom of each page to move between pages and sections of the questionnaire, or you can use the navigation bar which runs across the top of each page.

Navigation Bar



Monitoring Your Progress

The navigation bar, across the top of each page, will also indicate which sections you have marked as complete and which are still in progress, as shown below. Once you have completed all questions that apply to you in a given section, tick the 'Section completed?' box that appears on the final page of each section. This will change the status of the appropriate section in the navigation bar when you move to another section and help you keep track of your progress. You will still be able to change any of your answers up until you submit My Cambridge Application.



You can review the answers you have given and which questions you still have to complete by using the 'Review My Answers' button at any time. This will take you to the 'Review My Answers' screen shown below. Unanswered compulsory questions are highlighted by red error messages on the right-hand side of the page. You can change any of your answers by using the 'Edit' button. This will take you directly to the relevant page in My Cambridge Application.

Review My Answers Page

Display Name:

This page displays an overview of all your answers. You can also see which questions you have not answered. Unanswered compulsory questions are highlighted by warnings to the right. If you want to change any of your answers click on the "Edit" link. You can generate a version of this information suitable for printing by clicking the "Generate Printable Version" button.

You only have one opportunity to submit your transcript.

Please check and make sure that the transcript PDF that you upload is the correct file.

[Return to last page viewed](#)

[Generate Printable Version](#)

[Add Transcript](#)

Personal Information

Name Prefix: Mr Date of Birth: 16-March-2002
Forenames: UCAS Course: H100
Surname: Description: Jesus College

Application Type

No.	Question	Answer	Edit	Warnings (if any)
T1	Indicate the option within the course that you wish to follow	Not Applicable	Edit	

[Log out](#)

Logging in

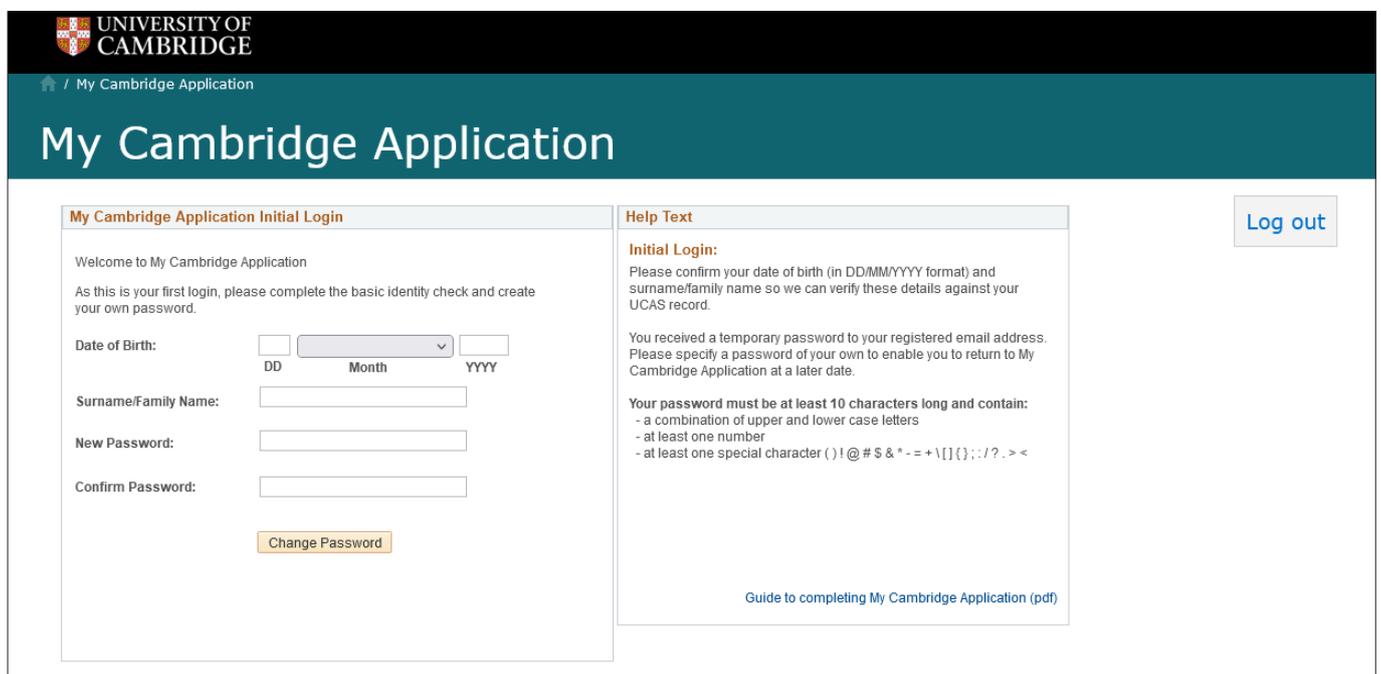
Logging in

Once your UCAS application has been received by the University, which is usually within 48 hours of submission at UCAS, a message will be sent to the email address you supplied in that application. In this email you will be provided with a link to My Cambridge Application, your personal log-in details and the date by which you must complete My Cambridge Application. In the majority of cases this deadline will be 18:00 (UK time) on **22 October 2022**.

The email will be sent from applicationhelp@admin.cam.ac.uk and will have the subject line 'Application to the University of Cambridge'. We recommend that you add this email address to your 'safe senders' list and regularly check your email account (including your 'junk'/'spam' folder) after submitting your application to UCAS.

We suggest that you log in as soon as possible once you have received this email so that you can familiarise yourself with My Cambridge Application and the questions asked. You will not be able to log in until you have received an email from us containing your log-in details. **Emails are usually sent within 48 hours of submission of your UCAS application and if you haven't received an email by Monday 17 October 2022 you should contact the Cambridge Admissions Office (email: applicationhelp@admin.cam.ac.uk).**

Initial login



The screenshot shows the 'My Cambridge Application Initial Login' page. At the top left is the University of Cambridge logo. Below it is a breadcrumb trail: 'My Cambridge Application'. The main heading is 'My Cambridge Application'. The page is divided into two main sections: a form on the left and a 'Help Text' box on the right. The form is titled 'My Cambridge Application Initial Login' and contains the following fields: 'Date of Birth' (with sub-fields for DD, Month, and YYYY), 'Surname/Family Name', 'New Password', and 'Confirm Password'. There is a 'Change Password' button below the password fields. The 'Help Text' box contains instructions for the initial login, including a note about the temporary password and a list of password requirements: 'Your password must be at least 10 characters long and contain: - a combination of upper and lower case letters - at least one number - at least one special character (!@#\$%^&*~+=\[]{};:/?.><'. A 'Log out' button is located in the top right corner. A link to a 'Guide to completing My Cambridge Application (pdf)' is at the bottom of the help text box.

The first time you log in you will be asked to provide your surname/family name, date of birth and the temporary password sent to you by email. Please note that the password is case sensitive.

You will then be asked to specify a password of your own to enable you to return to My Cambridge Application again. Your password must be at least 10 characters long and contain:

- a combination of upper and lower case letters
- at least one number
- at least one special character (!@#\$%^&*~+=\[]{};:/?.><

You will then be asked to verify the details we hold for you. If you are the named applicant and your contact details are correct please click on 'Identity Confirmed' to continue to the questionnaire itself.

If you are not the applicant named please contact the Cambridge Admissions Office as soon as possible (email: applicationhelp@admin.cam.ac.uk).

The postal address, telephone numbers and email address displayed are the ones you gave in your UCAS application. Please check these carefully to ensure that we can communicate with you effectively regarding your application. If any of your details are incorrect, you should notify UCAS as soon as possible. Please contact UCAS Customer Services (www.ucas.com/contact-us) or refer to the UCAS Hub (www.ucas.com/dashboard).

Subsequent Login

My Cambridge Application

Welcome to My Cambridge Application.

Please log in:

UCAS Personal ID:

Password:

[I have forgotten my password](#)

The University of Cambridge needs to temporarily place cookies on your computer to make this website work. To find out more about these cookies, see our [cookies policy](#)

Help Text

PASSWORD PROBLEMS? - Try entering your UCAS Personal ID and clicking 'I have forgotten my password' to get a new password sent to you by email.

TIP! - We recommend that you use the **Firefox browser** to fill in My Cambridge Application.

How to Log In:

Your UCAS Personal ID was provided to you by UCAS.

If this is your first log-in, please use the temporary password that we sent you by email. If you have already logged in once, please use the password you specified when you initially logged in.

If you haven't received an email with your initial password yet, you cannot log in at this time.

If you haven't received an email by Monday 17 October 2022 you should contact the [Cambridge Admissions Office](#).

If you have **forgotten your password**, please enter your UCAS Personal ID and click on 'I have forgotten my password'.

If you have forgotten your UCAS Personal ID, please contact [UCAS Customer Services](#) or refer to the [UCAS Hub](#).

[Guide to completing My Cambridge Application \(pdf\)](#)

The second and subsequent times you log in you will only be asked for your UCAS Personal ID and the new password that you set the first time you logged in. Don't worry if you forget your password. We will email you a new temporary password if you enter your UCAS Personal ID and click on 'I have forgotten my password'. You will be asked to change this to a password of your choice when you next log in.

See also *Frequently Asked Questions (p20)*

- *I've applied to the University of Cambridge through UCAS but I've not received an email; what should I do?*
- *What should I do if I lose my login details?*
- *What if I forget my Password?*
- *What is my UCAS Personal ID?*

Application Type

Section Summary

This section asks you some general questions relating to your application which will help us ensure that it is processed correctly.

Questions

*T1 Indicate the option(s) within the course that you wish to follow

If applicable, please indicate the course/pathway you wish to follow from the drop down list.

Some courses have particular options or pathways running through them. More information about the different options available can be found in the *Undergraduate Prospectus* and on the Undergraduate Study website (www.cam.ac.uk/courses).

If applicable for your course, a list of course options/pathways will appear as listed below.

If there are no specific pathways for your course, or we do not need to know this information at this stage, the drop-down lists will give 'Not applicable' as the only option available.

Course	Notes
Asian and Middle Eastern Studies (TT46)	Please select which two of the options below you wish to follow. If you wish to take just one language, please select the language you wish to study from the first drop-down list and the 'One Language Only' option from the second drop-down list. <ul style="list-style-type: none">• Arabic• Chinese• French• German• Hebrew• Italian• Japanese• Persian• Portuguese• Russian• Spanish Some restrictions apply. For full details of possible combinations, see the Faculty website (www.ames.cam.ac.uk).
History and Modern Languages (VR18)	Please select which one of the options below you wish to follow: <ul style="list-style-type: none">• French• German• German (ab initio)• Italian• Italian (ab initio)• Portuguese (ab initio)• Russian• Russian (ab initio)• Spanish• Spanish (ab initio) <i>'ab initio' refers to starting the language without any previous experience</i>
Mathematics (G100)	Please select which one of the options below you wish to follow: <ul style="list-style-type: none">• Mathematics• Mathematics with Physics
Modern and Medieval Languages (R800)	Please select which two of the options below you wish to follow: <ul style="list-style-type: none">• Classical Greek• Classical Greek (ab initio)• Classical Latin• French• German• German (ab initio)• Italian• Italian (ab initio)• Portuguese• Portuguese (ab initio)• Russian• Russian (ab initio)• Spanish• Spanish (ab initio) <i>'ab initio' refers to starting the language without any previous experience</i>
Natural Sciences (BCF0)	Please select which one of the options below you wish to follow: <ul style="list-style-type: none">• Biological Natural Sciences• Physical Natural Sciences

T2 Are you completing or have you completed an undergraduate degree at another university, either in the UK or elsewhere?

Please indicate if you are completing or have already completed an undergraduate degree from another university and, if so, whether you are applying as an affiliated student. More information about affiliated students can be found at: www.cam.ac.uk/affiliatedstudents.

***T3 Are you intending to use the Extenuating Circumstances Form (ECF)?**

Please indicate if you intend to use the Extenuating Circumstances Form (ECF). More information about the ECF can be found at: www.undergraduate.study.cam.ac.uk/applying/decisions/extenuating-circumstances-form.

If you think you should have used the ECF but have not done so, please contact your chosen College or, if you made an open application, contact the Cambridge Admissions Office (email: admissions@cam.ac.uk).

If the information in the ECF relates to disruption or disadvantage through health or disability (ie disability, Specific Learning Difficulty, long-term health condition or mental health condition), we strongly encourage you to disclose this.

You can declare a disability or health condition at any time by contacting the College assessing your application, but the sooner you do, the sooner we can determine any reasonable adjustments that may be necessary and ensure any required support is in place.

***T4 Are you currently studying full-time at another university?**

Please indicate if you are currently studying full-time at another university.

Photograph

To make a valid application you must provide a passport-style photograph of yourself. If you are admitted to the University, this photograph will be used in creating your University Card. The photograph is not part of the selection process, but if you are interviewed it is used for security purposes and to assist interviewers in identifying applicants; therefore it must be a recent photograph, and certainly taken within the last six months.

Please ensure that:

- the photo shows your face clearly
- you are facing the camera and have your eyes open
- there is nothing covering your face or eyes, for example, sunglasses
- there is no-one else in the picture
- there are no shadows over your face

Please **avoid** wearing glasses. If you must wear glasses to take the photo, ensure:

- the frames do not cover your eyes
- the lenses are clear
- there is no glare, reflection or shadow

The photo needs to:

- be supplied in a JPG file format
- be in **portrait** orientation (at least 840px high by 700px wide)
- be no larger than 512KB in size
- be clear and in focus
- have a plain, light-coloured background

You are strongly encouraged to upload a digital photograph. Once you have uploaded a photo, please confirm that it is a true likeness of yourself, by checking the tick-box that will appear. This will complete this section.

Photograph

Photograph (1 of 1)



Delete photo

I confirm that this is a true likeness of myself

If you are unable to provide a digital photograph, please contact the Cambridge Admissions Office as soon as possible (applicationhelp@admin.cam.ac.uk). Please use the tick-box only in cases where the issue has not been resolved after contacting the Cambridge Admissions Office and you have been advised to do so.

I am unable to upload a digital photograph, and undertake to contact Cambridge Admissions Office as soon as possible.

See also *Frequently Asked Questions* (p20)

- *I don't have a digital photograph of myself; what should I do?*

Personal Details

Section Summary

In this section we will ask for more information about you and your circumstances, such as your preferred first name and your country of ordinary residence.

Questions

***D1 Please give the first name you prefer to be called**

Please tell us the name by which you prefer to be called. For instance, if your given name is Michael but you prefer to be called Mike, specify this in the space provided.

***D2 Please list your country or countries of ordinary residence since 1 September 2020**

Please note that your country of ordinary residence is the country where you normally live (not solely for the purposes of education). A full definition of 'ordinary residence' for the purpose of fee status assessment from the UK Council for International Student Affairs (UKCISA) can be found here: www.ukcisa.org.uk/Information--Advice/Fees-and-Money/England-HE-fee-status#ordinary-residence. You may be required to provide proof of residency.

D3 If there are any dates during the interview period on which you will not be available for interview, please explain when and why

The majority of interviews usually take place during the first three weeks of December.

Applicants are advised to avoid making any unbreakable commitments during the interview period. Please list any dates during this period when you would be unable to be interviewed. Acceptable reasons for being unable to be interviewed on a given date include religious observations or long standing hospital appointments. Holidays, school concert rehearsals or sports matches are not acceptable reasons. Your answer can be a maximum of 300 characters including spaces.

Section Summary

This section is specifically for international applicants and will only display if you indicated that you are permanently resident outside of the UK, British Crown Dependencies (the Channel Islands and the Isle of Man), or Republic of Ireland on your UCAS application.

Questions

* I1 Source and amount of funding

Please indicate possible sources of funding and likely annual amounts. Please note that 'Private funding' is not a sufficient answer. Your answer can be a maximum of 300 characters including spaces.

For international students, financial support normally comes from family funding and/or through a scholarship programme. The source of any scholarship funding should be indicated. The Cambridge Commonwealth, European & International Trust (www.cambridgetrust.org) has a limited number of bursaries that may provide partial support for students who are able to meet the major part of their costs from other sources, but there are very few full-cost awards available for undergraduate study. If you receive an offer of a place, your College will send you appropriate information in January.

* I2 Have you applied or will you be applying for a scholarship only tenable at specific Cambridge Colleges?

Some Colleges also offer partial financial support for international students. More information can be found here: www.undergraduate.study.cam.ac.uk/fees-and-finance/financial-support/cambridge-financial-support

Education

Section Summary

This section explores your education and asks questions about schools/colleges you are currently attending or have attended in the past.

Questions

E1 If you have taken GCSEs at a UK school please enter its name and postcode

If you have not taken GCSEs at a UK school please leave this blank.

*E2 Please give the month and year when you left or will leave school/college

Please specify the month and year when you left or expect to leave school/college in MM/YYYY format (eg June 2023 would be presented as 06/2023).

*E3 Having checked the transcript flowchart, are you required to submit a High School and/or University Transcript?

You may be required to submit a High School Transcript in English as part of your application. Please check the transcripts flowchart (p24) carefully to find out whether a transcript is required. If a transcript is required, you **must** submit it by the relevant application deadline.

If you are attending/have attended a university, you **must** submit a University Transcript in English. Your application will not be considered unless a transcript is received.

By 'High School Transcript', we mean a record of your academic achievement to date in your secondary school/college examinations. For most students, the transcript will be an official document or certificate from your school/college/university which lists the subjects you have studied and the grades/qualifications that you have obtained. Further guidance on whether or not you are required to submit a transcript (High School and/or University) can be found at: www.undergraduate.study.cam.ac.uk/applying/transcripts. **Transcripts must be uploaded at question A4.**

See also Frequently Asked Questions (p23-24)

- *What do you mean by a 'High School Transcript'?*
- *Am I required to submit a High School Transcript?*
- *What do you mean by a 'modular A Level'?*

E4 If you have left school/college (or expect to leave by March 2023) please indicate what you intend to do before starting your degree course

If you have already left school/college, or will have left by March 2023, please provide a brief description of what you plan to do before starting your degree course. Your answer can be a maximum of 300 characters including spaces.

E5 Were you able to take the subjects at AS/A Level or equivalent that you wanted?

Please comment on whether or not you were able to take the AS/A Level or equivalent (eg International Baccalaureate) subjects you would ideally have liked to take. Your answer can be a maximum of 300 characters including spaces.

E6 If you are currently at school/college (or left in 2022) please complete the table below for the AS/A Level (or equivalent) qualifications you studied last year (and the year before, if you left in 2022) and those that you are currently undertaking

Please provide us with details of the class sizes and the main topics covered for each qualification taken in your last two years of school/college:

- if you are still at school/college, please provide details for the 2021-22 school year and topics studied up until December 2022 in the 2022-23 school year
- if you have finished or are finishing school/college in 2022, please provide details for both the 2020-2021 and 2021-22 school years
- if you left school/college before 2022, there is no need to complete this table.

Please complete one row per subject per year. You can add additional rows with the 'Add New Subject' button. Checking the tickbox to the left of the subject box and then clicking 'Delete Selected' will delete the row.

Abbreviations are acceptable. Please see our examples for the level of detail required. If you are unsure which topics you will be covering up to December 2022 please ask your teachers for guidance.

Class Sizes and Topics Covered

	Subject	Qualification / Level	Other Qualification	Class Size	Topics
<input type="checkbox"/>	Biology	A Level (linear) Y12		15	Molecules and Cells; Exchange Transport: C
<input type="checkbox"/>	Biology	A Level (linear) Y13		10	Human Health: Respiration
<input type="checkbox"/>	Chemistry	A Level (linear) Y12		8	Atomic Structure; Bonding; Kinetics; Energy
<input type="checkbox"/>	Chemistry	A Level (linear) Y13		7	Functional groups; Periodicity
<input type="checkbox"/>	English Literature	AS Level (linear) Y12		10	Keats; Shakespeare's Hamlet; A Streetcar Named
<input type="checkbox"/>	Mathematics	A Level (linear) Y12		15	Algebra and Functions; Calculus; Trigonometry
<input type="checkbox"/>	Mathematics	AS Level (linear) Y13		12	Probability; Complex Numbers

See also *Frequently Asked Questions* (p21)

- How much detail do I need to give about topics that I have studied?

E7 Have there been any difficulties with the teaching in any of your subjects at AS/A Level or equivalent (eg International Baccalaureate)?

If there have been any difficulties with the teaching in any of your AS/A Level or equivalent (eg International Baccalaureate) subjects please give details in the space provided. Your answer can be a maximum of 300 characters including spaces.

E8 Does your school/college provide any extra lessons to support preparation for STEP or the Advanced Extension Award (AEA) in Mathematics?

You only need to answer this question if you intend to sit STEP or the AEA. The tests are only required for certain courses.

If your school/college provides support in preparing for STEP and/or the Advanced Extension Award (AEA) in Mathematics please give details in the space provided. Your answer can be a maximum of 300 characters including spaces.

Qualifications

Section Summary

Here we ask for details, if applicable, of the AS and A Level units you have studied/are studying and the marks achieved to date. Applicants who have taken Scottish Highers and Advanced Highers are asked for further information on their levels of achievement, Applicants who have taken SATs and English Language qualifications are also asked for further information. If you are not taking AS/A Levels, Scottish Highers/Advanced Highers, SATs or an English Language qualification, please move on to the Additional Information section.

Questions

Q1 Please provide information about your AS/A2 units in the table below

If you are not taking modular AS and A Levels, please ignore this question. **You must not enter linear AS and A Levels, or any other high-school leaving qualifications (eg International Baccalaureate) in this table.**

If you are taking, or have taken, modular AS and A Levels (ie your course is broken down into individually examined units), please complete the table with details of the subjects you have taken or are taking together with the Awarding Body and the level of the qualification. **Failure to provide this information in the format specified below will disadvantage your application.**

AS/A Level Subject Details

	Subject	Awarding Body	Qualification / Level
<input type="checkbox"/>	Biology	AQA	A Level
<input type="checkbox"/>	Chemistry	Pearson Edexi	A Level
<input type="checkbox"/>	English Literature	AQA	AS Level
<input type="checkbox"/>	Mathematics	OCR	A Level

Please enter a given subject only once. For instance, if you have taken Mathematics AS Level and are completing the A Level this year, just list Mathematics A Level and specify the Awarding Body (eg AQA).

Wherever possible the subject should be selected from the drop-down menu. For instance:

- Salters Chemistry should be indicated as 'Chemistry'
- Advancing Physics should be indicated as 'Physics'
- Human Biology should be indicated as 'Biology'
- all varieties of Design Technology (Product Design, Resistant Materials etc) should be indicated as 'Design Technology'
- **all Mathematics units should be indicated as 'Mathematics' irrespective of whether they may ultimately contribute to a Further Mathematics qualification. Failure to do so may disadvantage your application.** (We will know from other information in your application if you are taking Further Mathematics.)

If the subject (or a close equivalent) does not appear in the drop-down menu, select '~ Other' and specify the subject in the field provided.

You can add additional rows by clicking the 'Add New Subject' button. Checking the tick-box to the left of the subject box and then clicking the 'Delete Selected' button will delete the row.

When you have completed this table please click on the 'Enter Unit Details' button. You will then be taken to a new page which will have been pre-populated using the information you have just entered.

AS/A Level Unit Details

Subject: Mathematics

Qualification / Level: A

Awarding Body: OCR

Modular AS/A Level units completed

	Unit Code	Unit Title	Date Taken (MM/YYYY)	UMS Score	Out of	Plan to retake?
<input type="checkbox"/>	4721	Core Mathematics 1	06/2020	100	100	<input type="checkbox"/>
<input type="checkbox"/>	4722	Core Mathematics 2	06/2020	98	100	<input type="checkbox"/>
<input type="checkbox"/>	4732	Probability and Statistics 1	06/2020	92	100	<input type="checkbox"/>
<input type="checkbox"/>	4728	Mechanics	06/2020	95	100	<input type="checkbox"/>
<input type="checkbox"/>	4736	Decision Mathematics	06/2020	99	100	<input type="checkbox"/>
<input type="checkbox"/>	4725	Further Mathematics 1	06/2020	81	100	<input checked="" type="checkbox"/>

Add New Unit Delete Selected

Modular AS/A Level units to be completed

	Unit Code	Unit Title
<input type="checkbox"/>	4723	Core Mathematics 3
<input type="checkbox"/>	4724	Core Mathematics 4
<input type="checkbox"/>	4722	Probability and Statistics 2
<input type="checkbox"/>	4729	Mechanics 2
<input type="checkbox"/>	4737	Decision Mathematics 2
<input type="checkbox"/>	4726	Further Mathematics 2

Add New Unit Delete Selected

Save Back

For each subject please provide details of the units you have taken and any units you are currently studying towards in the appropriate tables. Units you are retaking should only be listed in the 'Modular AS/A Level units completed' table.

For each unit you have taken, please provide details of the unit code, unit title, date taken, UMS score achieved, and maximum UMS score possible and indicate whether you plan to retake it. Please note that UMS scores should be listed for each sitting of the unit and regardless of whether or not you have certificated or retaken the unit. **Your preference/allocated Cambridge College will require that you supply full and accurate evidence of your UMS/percentage uniform marks achievements once your application has been received.**

For each qualification level in which you have a Percentage Uniform Mark, you should enter the subject code followed by 'AS' or 'A' in the 'Unit Code' box. For example, if you have a Percentage Uniform Mark for Chemistry AS Level, you should enter '9701AS' in the 'Unit Code' box. You should re-enter the subject name in the 'Unit Title' box (eg 'Chemistry'). You should enter a Percentage Uniform Mark out of 100. For example, if you have achieved 95 per cent (%), you should enter '95' in the 'UMS Score' box and '100' in the 'UMS Out of' box.

Please note that your preference/allocated Cambridge College will require that you supply full and accurate evidence of your Percentage Uniform Mark achievement (eg your statement of results) once your application has been received.

For each qualification level you are currently studying towards, please provide details of the subject code (followed by 'AS' or 'A') and title only.

For each unit you are currently studying towards, please provide details of the unit code and title only.

You can add additional units by clicking the 'Add New Unit' button, and use the tick-boxes and 'Delete Selected' button to delete rows from the table. Any blank rows should be deleted. If you need to add additional subjects click on the 'Back' button to return to the previous page.

As you may have a lot of data to enter on this page, we recommend that you save your work regularly using the 'Save' button provided.

When you have finished, click on the 'Back' button. This will take you back to the previous page so that you can continue with the rest of My Cambridge Application.

See also *Frequently Asked Questions (p22)*

- *What do you mean by a 'modular A Level'?*

Q2 Please provide the bands of your Scottish Higher/Advanced Higher grades

If you have **not** taken Scottish Highers/Advanced Highers, please ignore this question.

If you have completed any Scottish Highers/Advanced Highers a table will be pre-populated with the information you supplied in your UCAS application. Please add the band associated with each of your grades (for example A1 or A2) in the final column. You may need to consult a teacher to find out your band results.

Scottish Higher/Advanced Higher Band Information

Subject	Qualification / Level	Date Taken (MM/YYYY)	Grade / Result	Band
English C115	SQA Highers	08/2021	A	<input type="text" value="1"/>
French C059	SQA Highers	08/2021	A	<input type="text" value="2"/>
German C060	SQA Highers	08/2021	A	<input type="text" value="1"/>
History C044	SQA Highers	08/2021	B	<input type="text" value="3"/>
Maths: Maths 1, 2 & 3 C100	SQA Highers	08/2021	C	<input type="text" value="5"/>
Modern Studies C064	SQA Highers	08/2021	A	<input type="text" value="1"/>

Section completed?:

Q3 Please provide details of your SAT results

The remaining questions in this section are for International applicants only.

If you have **not** taken SATs please ignore this question.

If you have completed SAT I (Reasoning) or SAT II (Subject) Tests, please provide details including the results.

The College Board changed the scoring system for the SAT in March 2016, so please take care to enter the correct 'date taken' for each test. We will assess the scores according to the system in use when you took the SAT so failure to provide the correct date may lead to your score(s) being mis-interpreted.

Q3 SAT results

	Date Taken (MM/YYYY)	SATs Test	Score	Plan to Retake?
<input type="checkbox"/>	04/2020	SAT - Critical Reading	745	<input type="checkbox"/>
<input type="checkbox"/>	04/2020	SAT - Reading and Writing	735	<input type="checkbox"/>
<input type="checkbox"/>	05/2020	SAT - Math	740	<input type="checkbox"/>
<input type="checkbox"/>	05/2020	Subj. - Chemistry	760	<input type="checkbox"/>

Q4 English language qualifications

If your first language is not English you must demonstrate that you meet the University's English language requirements. Please provide details of any English language qualifications you have taken or are intending to take. By 'English language qualification' we mean qualifications that include a strong element of spoken English, for example IELTS.

If you have completed the IELTS qualification, please provide details in table Q4. If you have taken IELTS more than once, please list your most recent scores first.

Q4 English language qualifications

If you have taken the IELTS qualification please provide details of your scores below

	Date Taken (MM/YYYY)	Listening	Reading	Writing	Speaking	Overall Score
<input type="checkbox"/>	08/2021	7.0	7.0	7.0	7.0	7.5

If you have taken an English language qualification other than IELTS (for example TOEFL, Cambridge Advanced C1, or Cambridge Proficiency C2), you should note the relevant qualification you have taken, the date (MM/YYYY) you took it, and your results in question Q4a. If you intend to take an English language qualification in the future, please note the qualification you intend to take in question Q4a.

Q4a If you have taken, or intend to take, a different English language qualification please provide details (max. 300 characters including spaces)

0 Characters

Section completed?:

Failure to declare English language qualifications you have achieved or are intending to take will disadvantage your application.

Additional Information

Section Summary

This section gives you the option to add an additional personal statement if you wish, as well as any other details which have not been covered by your UCAS application or the rest of My Cambridge Application.

Questions

A1 Optional additional personal statement

We will already have received a copy of your UCAS personal statement. If you wish to add anything specific about your application to Cambridge please do so in the space provided. We would be particularly interested to know what aspects of the Cambridge course attracted you to apply here. Your answer can be a maximum of 1,200 characters including spaces. We strongly recommend that you type your personal statement directly into the text box (rather than copying and pasting) as some characters are not supported by our system, and this may cause problems with the submission of My Cambridge Application.

Not providing an additional personal statement will not disadvantage your application in any way.

A2 Is there anything else you would like us to know?

If there is anything else not already mentioned in your application that you would like us to know, please give details in the space provided. Your answer can be a maximum of 600 characters including spaces.

*A3 Are you currently eligible for Government-funded Free School Meals at a UK school/college, or have you been eligible at any point in the last six years?

UK-domiciled applicants only

This question is asked primarily for equality monitoring purposes. In the event that you are made an offer, the offering Cambridge College may require you or your school/college to provide evidence of your FSM eligibility if you have declared it and it has not otherwise been verified.

If you are currently at a UK school/college, or have been at a UK school/college at any time during the last six years, please select the option from the drop-down menu that most accurately reflects your eligibility for Free School Meals funded by Government in England, Northern Ireland, Scotland or Wales. If you are unsure, please check with your school/college before answering this question.

If you are not at a UK school/college, and have not been at a UK school/college at any time during the last six years, you must select '5 – Not applicable (my schooling is/was outside the UK)' from the drop-down menu.

A4 Transcript

You may be required to submit a High School Transcript in English as part of your application. For guidance on whether or not you are required to submit a transcript (High School and/or University), please refer to www.undergraduate.study.cam.ac.uk/applying/transcripts, or refer to the transcripts flowchart on p24. If a transcript is required, you must submit it by the relevant application deadline.

If you are attending/have attended a university, you must submit a University Transcript in English. Your application will not be considered unless a transcript is received.

We require the High School Transcript(s) and/or University Transcript(s) to be uploaded as a single PDF document. Where a transcript covers more than one side of A4 paper, you'll be required to create a single multi-page PDF. The overall file size should not exceed 2.5 MB. For assistance, please refer to our PDF Creation Guide (www.undergraduate.study.cam.ac.uk/applying/transcripts).

If your transcript is ready, please use the 'Attach transcript' button to upload your transcript. If you are not able to upload a transcript at this point, you can still complete and submit My Cambridge Application. Once you have submitted My Cambridge Application, you can log in again to review the answers you have submitted and upload your transcript. You must ensure that your transcript is uploaded by the relevant deadline. If you think that you will not be able to upload your transcript by the relevant deadline, please contact the Admissions Office of your preference College, or the Cambridge Admissions Office if you have made an open application, for further advice and guidance.

You should not delay submission of My Cambridge Application.

See also Frequently Asked Questions (p23-24)

- *What do you mean by a 'High School Transcript'?*
- *Am I required to submit a High School Transcript?*

Submit

Section Summary

This section asks you to confirm that the information you have provided throughout My Cambridge Application is complete and accurate, and make payment (where applicable).

When you think you have completed all sections of My Cambridge Application, you may wish to check your answers by using the 'Review My Answers' button. If you have not answered any compulsory questions or you have provided an invalid answer these will be highlighted on the right-hand side of the page as shown below.

Example of an Error Message

E2	Please give the month and year (MM/YYYY) when you left or will leave school/college	Edit	Required question not answered
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You can edit your answers by clicking on the 'Edit' link. This will take you to the appropriate page in My Cambridge Application. If you are satisfied with all of your answers and there are no errors you should proceed to 'Submit' section of My Cambridge Application. At this stage you may wish to print a final copy of your answers for your records.

Submitting your My Cambridge Application

You are asked to confirm that the information you have provided is complete and accurate and that no requested information has been omitted. You will also find a link to a webpage which explains how the University and Colleges of Cambridge will use the data you have provided. You will need to agree to the declaration statement by checking the 'I accept these terms and conditions' tick-box at the bottom of the page before you can click 'Submit'.

Please note that you will be unable to submit My Cambridge Application if there are compulsory questions that you have not answered or if you have provided an invalid answer. If this is the case you will be referred back to the 'Review My Answers' page to check and correct your answers before trying to submit My Cambridge Application again. Please remember that your application to the University of Cambridge will not be valid until you have successfully submitted My Cambridge Application.

When you click 'Submit' you will be asked to confirm that you wish to submit My Cambridge Application. If you are an international applicant (by which we mean that you are permanently resident outside of the UK, British Crown Dependencies, or Republic of Ireland, and not applying from a school/college in the UK, British Crown Dependencies, or Republic of Ireland) you will also be asked to pay an application fee of £60 by debit or credit card, unless you are eligible for the application fee waiver. Please see www.undergraduate.study.cam.ac.uk/international-students/international-applications for further information regarding the application fee waiver.

Please note that after submitting My Cambridge Application it is not possible to alter your answers. After you submit, you will receive an email confirming that your submission has been received. If you have not received a submission acknowledgement email within two hours of submission, please contact applicationhelp@admin.cam.ac.uk. If you have paid an application fee, you will receive a separate email confirming payment, which may arrive first.

Frequently Asked Questions

What is My Cambridge Application?

My Cambridge Application was developed to ensure that we have complete and consistent information about all applicants. It also enables us to collect information that is not part of the UCAS application but is helpful when assessing applications. My Cambridge Application asks for details such as UMS marks obtained in AS/A Level units, and information about topics already covered as part of your AS/A Level (or equivalent) courses.

I have submitted my UCAS application but want to change College. Can I do this?

You can amend your College choice **by 18:00 (UK time) on 15 October 2022**. If you wish to do so, please send your full details to applicationhelp@admin.cam.ac.uk. Please note that this also applies if you have made an open application.

What is the deadline for submitting My Cambridge Application?

The initial email you receive from the University about completing My Cambridge Application will include a deadline by which you must submit it. In the majority of cases this will be 18:00 (UK time) on **22 October 2022**.

I've applied to the University of Cambridge through UCAS but I haven't received an email: what should I do?

Emails containing My Cambridge Application log-in details are usually sent within 48 hours of submission of a UCAS application so you may not receive an email from us immediately. If you submit an application to the University of Cambridge through UCAS but do not receive an email about My Cambridge Application by Monday 17 October 2022 you should contact the Cambridge Admissions Office (email: applicationhelp@admin.cam.ac.uk). Please include your full name, UCAS Personal ID, date of birth, course and College choice in your correspondence.

Receiving emails from the University of Cambridge

During the early stages of your application, the University will send important information and reminders to the email address that you have provided. It is essential that your email account is configured correctly so that emails sent from the University are not rejected or filtered into your 'junk'/'spam' folder by your email provider.

Your application to the University of Cambridge may be disadvantaged if you do not take the steps described below. The University may contact you using the following email addresses:

- applicationhelp@admin.cam.ac.uk
- appfees@admin.cam.ac.uk
- camsistechlive@admin.cam.ac.uk

Please ensure that all four of the above email addresses are:

- ✓ added to your email account's Contact List
- ✓ added to your email account's Safe Sender List (if available)
- ✓ removed from your email account's Blocked Sender List

Help for some of the more commonly used email providers can be found at the links below.

Hotmail/Windows Mail/Outlook	http://windows.microsoft.com/en-gb/windows/outlook-help
BT Internet/Yahoo	www.help.yahoo.com/kb/helpcentral
Apple Mail	www.apple.com/support/mac-apps/mail/
Google Mail	www.support.google.com/mail/
AOL	https://help.aol.co.uk/contact
iOS devices	www.apple.com/support/

What should I do if I lose my log-in details?

If you lose the initial email from the University which contains the web address of My Cambridge Application and your temporary password details, please contact the Cambridge Admissions Office (email: applicationhelp@admin.cam.ac.uk) requesting that your initial log-in details be resent.

What if I forget my password?

Don't worry if you forget your password. If this happens, enter your UCAS Personal ID on the log-in page and click the 'I have forgotten my password' link. We will send you a new temporary password by email. You will be asked to change this temporary password to a password of your choice when you next log in.

What is my UCAS Personal ID?

Your UCAS Personal ID is the unique number which UCAS allocates to your application. If you have forgotten your UCAS Personal ID, please contact UCAS Customer Services (www.ucas.com/contact-us) or refer to the UCAS Hub (www.ucas.com/dashboard).

Your UCAS Personal ID remains the same regardless of how many times you apply through UCAS. If you are a re-applicant (in other words, if you have made an application/applications via UCAS to any Higher Education institution in a previous year or years), UCAS will give you a new temporary Personal ID for your new application until all of their necessary checks are completed. The Personal ID supplied to us with your new application will revert to your original (and permanent) one, and should be used in My Cambridge Application and in any correspondence you subsequently have with us.

What if my email address changes?

We will use the contact details you provided as part of your UCAS application to communicate with you. If your email address (or any other contact details) change after you have submitted your UCAS application you will need to advise UCAS Customer Services (www.ucas.com/contact-us) or change the information in the UCAS Hub (www.ucas.com/dashboard).

I don't have a digital photograph of myself; what should I do?

We strongly encourage you to upload a digital photograph. However, if you are unable to provide a digital photograph, please contact the Cambridge Admissions Office as soon as possible (email: applicationhelp@admin.cam.ac.uk).

How much detail do I need to give about topics that I've studied?

We are looking for a list of the main topics that you have covered in your studies. As such, you only need to include topics covered up to December 2022. The two examples below (the first is for A Levels, and the second is for the International Baccalaureate) give an indication of the level of detail that we are looking for in this question.

List as many topics as you can but do not worry if you can't list them all. Abbreviations are acceptable. If you are unsure which topics you will be covering up to December 2022 you should ask your teachers for guidance. If any of your qualifications are self-taught or you are home-schooled, please enter '1' under 'Class size' and provide further details in Question A2 ('Is there anything else you would like us to know?').

Subject	Qualification/Level	Class Size	Topics
English	IB Higher Level	15	Kiss of the Spider Woman, The Outsider, Antony and Cleopatra, Yeats, Heaney
Spanish	IB Higher Level	12	Study of Grammar, History of Spain and South America, Spanish Literature, Politics and Culture
History	IB Higher Level	15	Russia 1850–1953, Causes of the Cold War, Rise and Rule of Single Party States
Biology	IB Standard Level	15	Cells, Digestion, Respiration, Health and Nutrition, Blood and Circulation
Latin	IB Standard Level	10	Catullus: Love Poetry, Horace, The Aeneid Book II, Translation of Ovid, Grammar
Maths Studies	IB Standard Level	20	Calculus, Trigonometry, Financial Mathematics, Algebra, Graphs

What do you mean by 'AS/A Level or equivalent'?

When we ask for information about subjects studied at 'AS/A Level or equivalent', we're looking for information about the qualifications you've taken/are taking in the final stage of your schooling.

What do you mean by a 'modular A Level'?

A modular A Level is assessed through individually examined units (modules) that are taken throughout the course, rather than by examinations at the end of the final year of study.

Applicants taking modular A Levels normally receive a Uniform Mark Scale (UMS) score for each unit completed. In some countries, applicants taking Cambridge International or LRN AS/A Levels receive a Percentage Uniform Mark (PUM) for each completed unit rather than a UMS score. UMS scores/PUMs can usually be found on the statement of results issued by the Awarding Body. If you're unsure whether UMS scores/PUMs are available for your completed A Levels, please ask your school/ college for advice. If no UMS scores/PUMs appear on your statement of results, it is likely that your A Level qualification is not modular, and therefore you should not answer question Q1. If in doubt, please contact the Cambridge Admissions Office (applicationhelp@admin.cam.ac.uk) for guidance.

Your preference/allocated Cambridge College will require that you supply full and accurate evidence of any claimed UMS/PUMs achievement once your application has been received.

My Cambridge Application isn't displaying correctly on my computer screen; how can I correct it?

We strongly recommend that you download and use the Firefox web browser (www.mozilla.org/firefox) to complete My Cambridge Application, as it may not display correctly in other browsers. If you are having difficulty displaying pages of My Cambridge Application correctly (when they have previously displayed without any problems) please try logging out and logging back in again. This should correct any problems you are experiencing.

I'm unable to submit My Cambridge Application; what should I do?

You will be unable to submit My Cambridge Application if you have not answered any compulsory questions or you have provided an invalid answer. Go to the 'Review My Answers' page by clicking on 'Review My Answers' to check for any errors. Once you have corrected any errors try to submit My Cambridge Application again. You will need to agree to the declaration statement again.

I am having difficulty logging into My Cambridge Application, what do I do?

We strongly recommend that you download and use the Firefox web browser (www.mozilla.org/firefox) to complete My Cambridge Application, as this is the preferred browser and some applicants have experienced problems logging in using other browsers. If you are experiencing difficulties logging into My Cambridge Application, we recommend that you clear your 'cookies' and browsing history, and allow 'popups'. Alternatively, try using a different device.

What if I need to change information but have already submitted My Cambridge Application?

Once you have submitted My Cambridge Application, it is not possible to amend the answers online. If you now notice an error in the information you provided or have any other queries please contact the Admissions Office of the College you applied to or, in the case of open applicants, the Cambridge Admissions Office (email: applicationhelp@admin.cam.ac.uk).

Can schools/colleges submit an additional Cambridge-specific reference?

As we receive a copy of your UCAS reference, there is no need for your teachers/referees to provide an additional reference for Cambridge. However if your teachers/referees have any particular comments to make that relate to Cambridge specifically and were not included in your UCAS reference, they are welcome to do so and should send this direct to the relevant College.

In order to ensure that any additional reference arrives at the right place it should be addressed to the Admissions Office at the College concerned and should include your (the applicant's) full name, date of birth, course applied for and, if possible, UCAS Personal ID. In the case of an open application, this information and additional reference should be sent to the Cambridge Admissions Office. Contact details for the Colleges can be found at www.undergraduate.study.cam.ac.uk/colleges/college-contacts.

What do you mean by a 'High School Transcript'?

By 'High School Transcript', we mean a record of your academic achievement to date in your secondary school/college examinations. If you are currently studying at a university, you are also required to provide a University Transcript. For most students, the transcript will be an official document or certificate from your school/college/university which lists the subjects you have studied and the grades/qualifications that you have obtained. Please provide as much information on your examination performance as possible including details of any internal assessments that you may have undertaken. Please do NOT include references, detailed project work, or any non academic achievements.

Please do NOT submit a transcript if you've taken modular AS/A Levels or Cambridge International A Levels, where you're provided with Percentage Uniform Marks (PUMs).

If you are unsure as to whether or not you are required to submit a transcript (High School and/or University), please refer to our website: www.undergraduate.study.cam.ac.uk/applying/transcripts.

If the original transcript is not in English, you will need to have it translated and authorised (ie signed or stamped) by an official translation service or by your school/college/university.

For an example of a High School Transcript and further guidance relating to transcripts, please see: www.undergraduate.study.cam.ac.uk/applying/transcripts

Students currently studying at a university

You are required to submit a University Transcript as part of your application to Cambridge. Please note that your application will not be considered unless a transcript is received.

- If your University Transcript is available to you at the time of application, you must submit it within question A4 of My Cambridge Application. See p18 of this guide for further information.
- If your University Transcript is not available to you at the time of application, please contact your preference College (or Cambridge Admissions Office in the case of Open applications) for further advice.

You should not delay submission of My Cambridge Application, or your High School Transcript.

Please refer to www.undergraduate.study.cam.ac.uk/applying/transcripts for our transcript requirements.

Transcript submission deadlines

You **must** ensure that your transcript is uploaded by the relevant deadline.

Transcripts must be received by **22 October 2022** for applicants wishing to be considered for interview in December by a College.

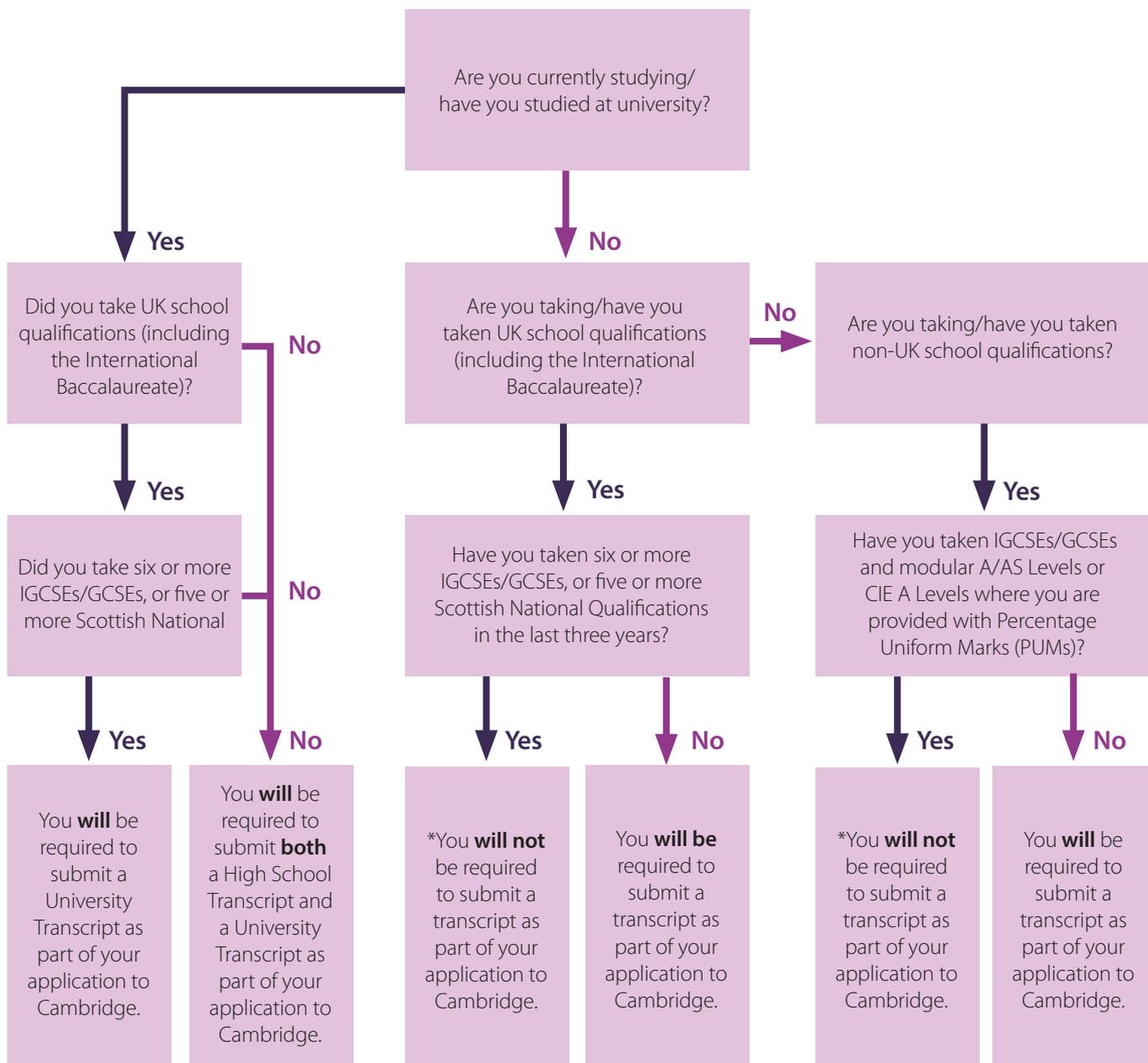
Am I required to submit a High School Transcript?

Please refer to www.undergraduate.study.cam.ac.uk/applying/transcripts for our transcript requirements, or refer to the transcripts flowchart on the following page.

It is your responsibility to check whether you are required to submit a transcript. Please note that your application will not be considered unless the appropriate transcript is received.

Do I need to submit a transcript?

*Please note that if you are applying to a Mature College you will usually be required to submit a transcript as part of your application to Cambridge.



Last reviewed: June 2020

Further Help

If you have any further enquiries relating to how to complete a particular question in My Cambridge Application please consult the Admissions Office of the College you have applied to for advice (or the Cambridge Admissions Office if you made an open application).

Should you have a technical question about completing My Cambridge Application please contact the Cambridge Admissions Office (email: applicationhelp@admin.cam.ac.uk).

Cambridge Admissions Office
Student Services Centre
New Museums Site
Cambridge CB2 3PT

Email: applicationhelp@admin.cam.ac.uk