

# Cambridge Special Access Scheme (CSAS)

2012 Entry

## Background

The University of Cambridge wishes to admit the best students whatever their background. Admission to Cambridge is often extremely competitive and details of typical entry requirements can be found in the *Undergraduate Prospectus*.

The **Cambridge Special Access Scheme (CSAS)** is a University-wide initiative designed to ensure that all Colleges have the information they require in order to accurately assess applicants who have experienced particular personal, social or educational disadvantage.

The CSAS is open to UK and EU students only. Applicants will be eligible for consideration if either of the following circumstances apply:

- Few people from the applicant's school/college proceed to higher education **and** the applicant's family has little or no tradition of entry to higher education to study for a degree.

or

- The applicant's education has been significantly disrupted or disadvantaged through health or personal problems, disability or difficulties with schooling.

The Scheme is designed to help Admissions Tutors in a number of ways, it will:

- provide a context against which Admissions Tutors can judge the academic record of applicants
- provide information useful in assessing applicants' performance at interview and also in determining the content of interviews
- assist Admissions Tutors to decide on a fair and realistic level for conditional offers to applicants entering through the Scheme, although it will not necessarily lead to a lower offer being made.

Please note that mature students applying to one of the mature Colleges (Hughes Hall, Lucy Cavendish, St Edmund's and Wolfson) should not use this form as these Colleges automatically give special consideration to mature applicants.

## Procedure

Schools/colleges wishing one or more applicants to be considered through the Scheme are asked to complete a Cambridge Special Access Scheme form for each applicant. It is helpful if enquiries about the Cambridge Special Access Scheme can be initiated by teachers and **not** by individual applicants or parents.

A copy of the form is attached: this can be photocopied or further copies can be obtained from Cambridge Admissions Office (CAO) or any College admissions office. Please include any information on the form that you think is relevant and significant.

It is hoped that the Scheme will not put staff in schools/colleges to significantly more trouble than the regular admissions process, but that it will be of great benefit to applicants and Colleges.

## Important notes

Schools/colleges considering whether to endorse an applicant's application through the Scheme are asked to note the following points:

- 1 All University of Cambridge Colleges (except the four mature Colleges) participate in the Scheme.
- 2 The Scheme will operate alongside the Colleges' long-standing policy of considering all applicants on the basis of **all** the information available, and applicants who do not apply through the Scheme will also be considered in the light of any information provided by their schools/colleges about their educational and personal background.
- 3 The Colleges would usually expect any applicant through the Scheme to have the support of his or her school/college.
- 4 The Colleges are looking for potential as well as achievement in their applicants, but wish to make offers to applicants who are well suited to the specific course for which they have applied. Students need to be highly motivated and have sufficient background knowledge to cope with the challenging Cambridge courses.
- 5 Applicants are strongly advised to read the University of Cambridge *Undergraduate Prospectus* or website ([www.cam.ac.uk/admissions/undergraduate/](http://www.cam.ac.uk/admissions/undergraduate/)), carefully before applying and to ensure that they understand the structure of the course they hope to study. College admissions offices can often provide additional information about particular courses, as well as about the Colleges themselves.
- 6 Applicants with disabilities are advised to contact the Disability Resource Centre, for general advice and further information as to whether this Scheme is applicable, on 01223 332301 or email [disability@admin.cam.ac.uk](mailto:disability@admin.cam.ac.uk). In cases where the Scheme is applicable but the applicant's school/college is unaware of the circumstances, a doctor or social worker may submit the form on the applicant's behalf.

## Further information

If you require further information or advice about the Cambridge Special Access Scheme, the Admissions Tutors of any College or staff in the Cambridge Admissions Office will be happy to advise. Please note such preliminary discussion is not necessary before making an application.

*This Scheme is not an application for financial support. Details of financial support available can be found in the Undergraduate Prospectus.*



UNIVERSITY OF  
CAMBRIDGE

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## Additional Statement

This form should be completed by a teacher/tutor at the applicant's school/college and sent to the Admissions Office of the applicant's chosen College or, in the case of open applicants only, to the Cambridge Admissions Office.

Applicant's name: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Applicant's UCAS Personal ID: \_\_\_\_\_

Subject applied for: \_\_\_\_\_

Cambridge College applied to: \_\_\_\_\_  
[leave BLANK if making an open application]

Name of teacher completing this form  
Title: Dr / Mr / Mrs / Miss / Ms / Other: \_\_\_\_\_ Name: \_\_\_\_\_

School/college name: \_\_\_\_\_

Contact telephone number: \_\_\_\_\_

Contact email: \_\_\_\_\_

Has the applicant left school/college? Yes / No

Is the applicant aware that he/she is being entered through this scheme? Yes / No

*Please fill in one or more of the following sections as appropriate:*

Is there any information regarding the general circumstances of the **applicant's school/college** that you feel is relevant? Please provide details below.

continued over/

Have you any comments on the **applicant's academic record** since GCSE (or equivalent) and any factors that might lead to under-performance at A Level (or equivalent) or at interview? (There is no need to detail examination marks, where they are available on the main UCAS application.) Please include, where relevant, details such as the applicant's family circumstances, health, progress through the school/college system etc.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Teacher/tutor signature)*

**Please send this form to the Admissions Office of the applicant's chosen College** or, in the case of open applicants only, to the Cambridge Admissions Office, Fitzwilliam House, 32 Trumpington Street, Cambridge CB2 1QY.

*(In the event that an applicant's circumstances change following the submission of this form, please inform the chosen College or CAO if making an open application.)*