

Mandatory fields

All mandatory fields must be completed before you can publish a course in the collection tool. To ensure you've completed all mandatory fields we've provided a list of all mandatory field for UCAS Undergraduate and UCAS Conservatoires courses.

Undergraduate mandatory fields

Course profile level:

- ☐ Course title
- ☐ Summary
- ☐ Short title
- ☐ Abbreviated title
- ☐ Department
- ☐ JACS subject codes
- ☐ Search subjects
- ☐ UCAS application code

Outcome qualification level:

- ☐ Outcome qualification

Course option level:

- ☐ Study mode
- ☐ Start Date – year and month
- ☐ Location
- ☐ Available entry points
- ☐ Qualification requirements

Making courses available

- ☐ Set to 'Published'
- ☐ Set to 'Open for application'

Conservatoires Mandatory fields

Course profile level:

- ☐ Course title
- ☐ Summary
- ☐ Short title

- ☐ Abbreviated title
- ☐ Department
- ☐ JACS subject codes
- ☐ Search subjects
- ☐ UCAS application code
- ☐ Specialisms (and study option)
- ☐ Auditions (Audition location and Audition fees)

Outcome qualification level:

- ☐ Outcome qualification

Course option level:

- ☐ Study mode
- ☐ Start Date – year and month
- ☐ Location
- ☐ Available entry points
- ☐ Qualification requirements

Making courses available

- ☐ Set to 'Published'
- ☐ Set to 'Open for application'

