



2 March 2016

St Martin's School

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Headteacher/Prifathro: Mr L Jarvis

To the Parents/Guardian of Year 12 Pupils

Dear Parents/Guardian

Year 12 Students are invited to attend a Careers Conference at the Cardiff Metropolitan University on **Wednesday 23rd March 2016**. It is expected that over 120 Higher Education institutions and professional organisations will be represented at the event. This is the largest HE convention to be organised within Wales. We will be departing St Martin's at 8.45 am and returning for 12.30pm.

Regrettably, it is necessary to ask you for a voluntary contribution of £2 towards the cost of the coach. If however, there is a difficulty with making the contribution, please contact your child's Form Tutor or Head of Key Stage because as a school we do not wish to deny students the opportunity to participate in events that take place during the school day.

If you would like your child to attend this visit, please return the slip below along with the £2 for the bus and a copy of the confirmation email to reception, no later than Friday 18th March 2016.

It will be necessary for your child to register using this link: <https://www.ucasevents.com/car16>
(Guidance can be found on the attached sheet)

Once they have registered, they will receive their own confirmation email, with their ticket attached. To help them make the most of their time at the Convention, visit www.ucas.com/exhibitions prior to the visit.

Thanking you for your cooperation.

Yours sincerely

Mrs L Page

Head of Careers and Work Related Education



St Martin's School Reply Slip (LP)



I would like my child to take part in the visit to the Careers Convention at the Cardiff Metropolitan University on **Wednesday 23rd March 2016**.

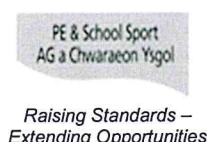
Name of Student.....Form.....

Parent/Guardian signatureDate

Enclosed: £2 contribution ☐ plus Confirmation Email ☐

Please list any medical information or condition that the Staff should be aware of for this trip.

Learning Together, Achieving Forever Dysgu ynghyd, cyflawni o hyd



CARDIFF UCAS HIGHER EDUCATION EXHIBITION

Cardiff Metropolitan University, National Indoor Athletics Centre
23 March 2016

UCAS

You are booked in as part of a group to attend the above exhibition. Please can you now register individually for your own ticket. This will take a few minutes and will mean you can avoid queuing at the event.

Book online

- Type this link into your browser
<https://www.ucasevents.com/car16>
- Click the green 'Start New Booking' button.
- Enter your email address – it's really important you enter your email correctly as your ticket will be sent to this address.
- Select 'Student attending as part of a school/college group' (second option on page).
- Enter your details. When you have answered the questions on this page click: PROCEED.
- Select your school from the drop down menu.
- Enter your details as requested and click PROCEED. When you're finished you'll see a 'Thank You' page letting you know your date.

Finally

- Wait for your confirmation email – click the link to download your ticket and print it out to bring with you.
- If you do not receive your confirmation email within 30 minutes, it could be because you entered the wrong email address when you made the booking. Please contact us on 01242 544808 or visitorbookings@ucas.ac.uk to check we've got the right email address for you.

Thank you

Thank you for registering for your ticket to attend the exhibition.

Exhibition guides will be available on the day, and all you need to know before the event can be found on our website www.ucas.com/exhibitions. We look forward to seeing you at the Cardiff UCAS higher education exhibition.