

Guide to your Learner Portal

To log into the learner portal go to <https://prospect.ucm.ac.im/> If you haven't yet logged in since creating your application you will need to reset your password. To do this go to the above link and select the option to reset your password, here you will need to enter the same email address you created your application with. A password reset email will then be sent to you from ucmno-reply@ucm.ac.im Further information is available on page 2 of this guide.

Accepting an offer

If an offer has been made your Homepage will look similar to the below screenshot. Simply accept the offer, confirming "Yes" in the pop up window.

Level 2 Combined Pathway Academic

Please accept or reject your offer

Next Steps

Please accept or reject your offer(s):

Offer Details
[Level 2 Combined Pathway Academic - Conditional Offer](#)
[There is 1 detail to see.](#)

ACCEPT REJECT

Confirm ✕

Are you sure you want to Accept this offer?

YES NO

Once you have accepted your offer you should see the below.

Level 2 Combined Pathway Academic

If you have any issues at this stage please contact applications@ucm.ac.im

Adding your qualifications

Go to the Qualifications tab on the left of your screen. From here, please enter the subject studied, qualification type and either predicted grade or actual grade received – if you have received your grade please also mark down the year achieved.

Homepage

Personal Details

Applications

Offers

Qualifications

Evidence

Communications

Data Protection

Fee Guidance

Subject *

Qualification

Predicted Grade

Actual Grade

Year Achieved (Actual Grade Only)

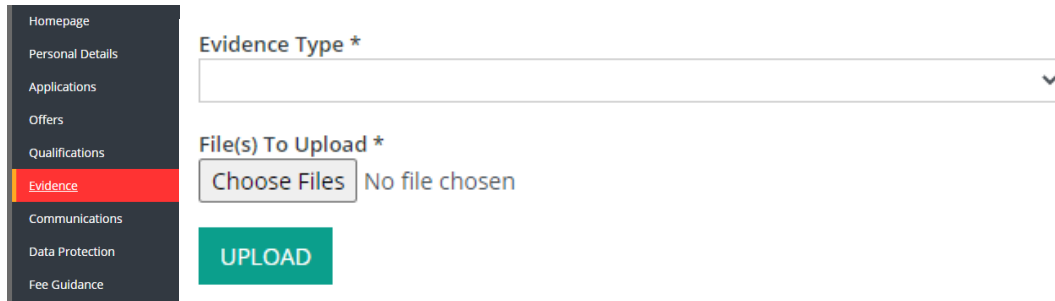
ADD QUALIFICATION

Once you are finished click "Add Qualification" and you should see the qualification sitting in a list above. Add as many qualifications as you wish, the minimum amount being what's required for the course.

Subject	Qualification	Predicted Grade	Actual Grade	Year Achieved (Actual Grade Only)
English Language	GCSE Maths and English		A*	2019

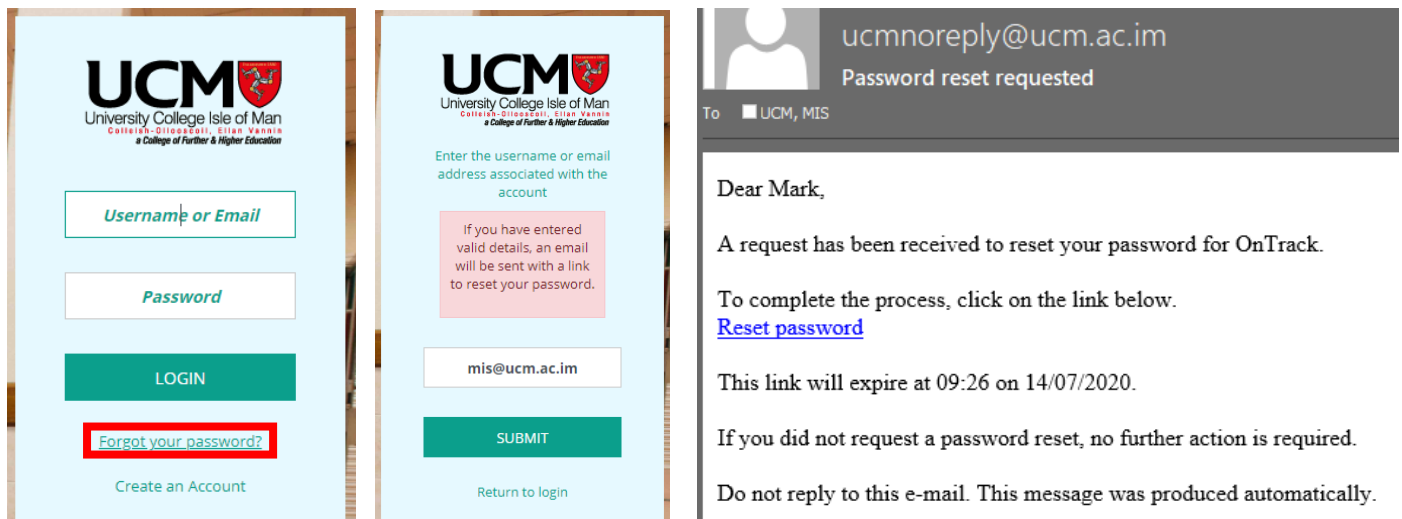
Uploading results (or any other evidence you would like us to see)

Go to the Evidence tab on the left of your screen. From here, select the relevant Evidence Type and choose a file from your device to upload. Please follow the guidance on this page which will tell you what file types and sizes are able to be uploaded.



How to reset your password

First of all go to <https://prospect.ucm.ac.im/> from here select the option to reset your password and enter the email address you have submitted on your application or that you have previously provided. Following this you should receive an email within the following few minutes, which will contain a link that will take you to reset your password.



Clicking on the link will take you to the below left screenshot, simply confirm your date of birth and you will find yourself at the second screenshot where you can update your password.

