Ask UCAS — A few days before results day visit the UCAS website for a step-by-step guide on Clearing. On the day, your UCAS Track will show if you’re eligible for Clearing and you will be able to contact UCAS advisors for help.

Research — A few weeks before results day start looking at what else is out there other than the universities you’ve already thought about. Perhaps there is another option which will in fact suit you better.

Visit — If you’re able to look round a university you’re thinking about attending then do. Otherwise, visit their website to find out as much information as possible.

Be patient — Results day will be extremely busy for the universities and so it may take a few attempts to get through on the phone. Keep trying and in the meantime try and contact them via email or social media if possible.

Show passion — On results day you may be speaking to academics on the phone who want to know why you are right to study their course. Re-read your personal statement so you can refer to that.

Remain calm — More than 61,000 students received a place through Clearing last year so you’re not alone. Speak to as many universities as possible and take your time deciding which option to choose.

Create a shortlist — Decide which universities you will ring on results day. Note down their contact details and follow them on social media to find out more.

Be Prepared — When you’re calling the university Clearing Hotlines make sure to have all your details in front of you. You will need your UCAS ID number, results and Clearing number which you will find on UCAS Track.

Take Note — If you call up a number of universities on the day you may forget who said what. Write down the name and title of the person you’re speaking to and a summary of what you discuss.

Remember — Although many places will be filled on results day, Clearing continues until September 30. So even if you don’t find a place on August 18 there may still be places available, so keep asking.