Guide to booking a visit day or interview

If you are required to attend a visit day or interview at the University of Bristol, you will be sent an invitation by email. From here, you will need to register for a specific date to attend.

Registering for an Interview or visit day

1.) Select the register link (underlined) in the email. The link will take you to the Undergraduate Visits and Interviews page, which contains details of the events to which you have been invited.

2.) View the available dates, looking at the ‘Starts On’ column.

3.) When you have chosen a suitable date, click ‘Register’.

4.) You will see the following page with the details of the event. Click Register.
5.) Complete your details on the following page and click register.

6.) You will see a confirmation page:

7.) This information will also be sent to you by email.
Unable to attend?

If you are unable to attend the University, you will also need to ‘register’ on the system. This is because some of the events (such as interviews) are compulsory to your application, and it also lets us know when we need to release further dates for events. There are two options on the page, shown in the image below:

a.) Cannot attend at all – If you are unable to visit the University at all

b.) Cannot attend on these dates – If you are unable to visit on these dates

For either option, please click ‘Register’, and enter your details as described above. **Ignore the 1st June date** – this is purely system-driven and is not a real date. Registering for either of these choices simply lets us know that you are unable to attend and we may need to contact you to arrange alternative options.

Changing your availability

You can change your availability up to five days before your visit, by going to your VIP page (http://bristolug.hobsons.co.uk/vip), and logging in with your username and password.

1.) Click the ‘My Events/Interviews’ link at the top of the screen.

2) Update registration details on My Events/Interviews by selecting Update or Decline.
3) For example, select Update to change your contact details or the number of guests you are bringing with you.

4.) Once you have updated your details select Update.

5.) If you have already registered for a visit day or interview but are no longer able to attend you will need to decline this event before registering for any other available dates.

6.) If you decline the date you registered for you will receive an email confirming that you have declined this date.

8.) You will receive a new decline confirmation email.
9.) You can search for other available dates using the Search option and entering details of the interview or event.

10.) When you have found a suitable date you can register again following the steps above.