

Centre for English Language and Foundation Studies (CELFS)
Admissions Statement

Pre-sessional Course (for September and January entry)

This statement should be read in conjunction with the [University's Admissions Principles and Procedures](#). Applicants should also refer to the [Centre for English Language and Foundation Studies \(CELFS\)](#) website for further course details.

Courses covered:

Pre-sessional courses (September and January entry) (available to applicants who want to study a postgraduate degree at the University of Bristol).

Admissions Team and contact details

CELFS Admissions
University of Bristol
Richmond Building
105 Queens Road
Bristol
BS8 1LAN
Email: celfs-presessional@bristol.ac.uk
Phone: +44 (0)117 33 18522

Year of admissions cycle:

2017

Application process

Application

Applicants should complete the online application form, uploading all required documents directly into the application form. Guidance on uploading documents can be found in the [How to Apply FAQs](#)

Application deadline

There is an application deadline for this programme, which is displayed on the [CELFS website](#).

Required documents

All documents must be translated into English. Degree certificates and transcripts should be certified copies and list subjects taken and grades/degrees achieved. If your degree is not yet complete, please provide transcripts of subjects taken and marks achieved to date. All documents must be uploaded into the online application form unless otherwise noted. Applicants who have already submitted an application can upload additional documents into the 'post-submission uploads' section.

Required documents for the course are:

- Degree certificate(s)
- Academic transcript(s)
- SELT A secure English Language Test (SELT). This should be a valid, UKVI, academic IELTS test certificate. More information about the entry requirements can be seen on our website: www.bristol.ac.uk/englishlanguage/study/pre-sessional-courses/entry-requirements/
- Personal statement

Interview or visit day

Interviews are not part of the selection process for this programme.

Correspondence with applicants

Applicants will normally receive communication via email to the email address used to set up their application form account. Applicants should ensure that this profile email address is kept up-to-date.

An application is received by CELFS electronically, and receipt is confirmed by email. Processing may take up to 14 days. Once a decision has been made, the applicant will be informed by email. If the applicant decides to accept an offer, then they are encouraged to do so by email, and provide any required supporting documents as soon as they are available. CELFS will email the applicant regarding the deposit payment (£1,000). For unconditional offer holders, CELFS will produce CAS numbers (no more than 3 months before the start date).

Admissions criteria

Academic entry requirements

Applications for this course do not require a specific undergraduate degree, nor a specific grade.

However, there are specific entry requirements for postgraduate programmes at the University of Bristol. We recommend you make yourself aware of the [qualifications required for your chosen programme](#) before you apply for the pre-sessional course.

English language criteria

All applicants are required to demonstrate that they have sufficient ability to understand and express themselves in both spoken and written English in order to benefit fully from their degree course.

The English language entry requirements for the pre-sessional courses are on the [CELFS website](#).

SELT must be valid (less than 2 years old).

If the applicant has been educated in English, they should apply directly to a postgraduate programme.

Personal statement criteria

The applicant should explain their academic background and reasons for choosing to study in the UK. The applicants should indicate initial academic choices for future study.

Selection process and offers

Selection process

All applications are considered on an equal basis.

All applications are considered in accordance with the [University's policy on equality and diversity](#). The University of Bristol upholds the principles of equality and diversity, respect and dignity. Candidates are not discriminated against on the grounds of race, ethnicity, nationality, gender, sexuality, religion or belief, disability, health or age.

Once a complete application has been submitted, which includes all required information, it is considered by the Admissions Team, who look for evidence of:

- Academic achievement and potential
- Interest, motivation and commitment to the programme
- Language ability

Decisions

Applicants will be notified by email when a decision has been made. If there is a deadline by which applicants must accept their offer of admission, this will be stated in the offer letter.

Deferred applications

Deferrals are allowed but the application will be re-assessed the following year by the CELFS admissions team. The team will check requirements on behalf of the applicant, and ensure the SELT and academic scores are valid (there is no admin fee).

Deposits

International self-funded students are required to pay a deposit of £1000. You can pay this deposit [online](#) by using a credit or debit card. Alternatively you can pay through our [PaytoStudy](#) account. PaytoStudy is an

international payment solution which offers competitive exchange rates. Where PaytoStudy has a local bank account, all wire fee charges will be eliminated and you will be able to pay in your local currency to a local bank account.

The deposit is non-transferable and non-refundable except under the circumstances outlined in the [International Deposits Refund Policy](#).

You may pay your deposit in advance of meeting the conditions of your offer. If you subsequently fail to meet the conditions attached to your offer and are therefore rejected from your course on academic grounds then a refund will be made to you. To make the payment you will need your student number which you will find in your offer letter.

ATAS certificate

An ATAS certificate is not required.

Additional information

If you cannot find the information about the entry requirements for your country, please email CELFS: celfs-presessional@bristol.ac.uk

Contacts for enquiries

Any enquiries should be addressed to celfs-presessional@bristol.ac.uk or +44 (0)117 33 18522