Postgraduate Admissions Statement

MSc Healthcare Management

Programmes covered
This Admissions Statement applies to the following programme(s):

MSc Healthcare Management

Applicants should also refer to the relevant prospectus entry for further programme details.

This Admissions Statement should be read in association with the University Admissions Principles and Procedures for Postgraduate Taught Programmes.

Faculty
Faculty of Health Sciences

Admissions team and contact details
Senior Postgraduate Admissions Administrator
Faculty of Health Sciences
1st Floor
5 Tyndall Avenue
Bristol
BS8 1UD
Email: tlhp-admissions@bristol.ac.uk
Telephone: +44 (0)117 4282752
Website www.bristol.ac.uk/tlhp/

Admissions cycle
This Admissions Statement applies to applications submitted for entry to the programme between 1 October 2018 and 30 September 2019.

Application deadline
Application deadlines can be found on the individual programme page within the University course finder.

Admissions criteria

Academic requirements
Applicants must hold/achieve a minimum of a first or an upper second-class honours degree, including a degree in a clinical subject, or equivalent qualification. In exceptional circumstances, candidates with a lower class of degree, equivalent qualifications or relevant work experience (at least two years in the healthcare sector) may be admitted if they can demonstrate their potential for master's-level work.
For information on international equivalent qualifications, please refer to our International Office website.

**English language requirements for non-native English speakers**

Applicants whose first language is not English, and whose full undergraduate degree was not taught in an English-speaking country, must hold/achieve a minimum score in an approved English language test as specified in Profile B of the University's English Language Requirements Policy.

You do not need to have reached the required level of English language before submitting an application, but an English language test must be submitted with the application for review. If necessary, English language will be included as a condition of offer.

There is an option to take one of the University’s Pre-sessional English courses; details are available on the Centre for English Language and Foundation Studies website.

**Application process**

**Online application form**

Applicants should complete the online application form, uploading all required documents directly. Guidance on uploading documents can be found in the guidance for online applications. Paper documents received by post, or electronic documents received by email, are only considered in exceptional circumstances.

Before applying, make sure you choose the right programme by reading the prospectus entry and Admissions Statement fully. If you need clarification, please contact the relevant admissions team.

Applications may not be considered until all required documents have been uploaded. If you have already submitted an application, you can upload additional documents into the ‘Post-submission uploads’ section of the application form.

**Documents to upload to online application form**

Required documents for this programme are as follows:

- **Two academic references (minimum):** References should be submitted electronically by the referee, using the online reference form. Alternatively, scanned copies of the original reference document(s) can be uploaded by the applicant. Both referees should be familiar with the applicant's academic work. However, if you graduated more than two years ago, or if professional experience is relevant to the application, professional references will be accepted in lieu of one academic reference.

  References must be written, signed and dated on official letter headed paper from the referee's organisation. They must include the referee's full contact details, i.e. postal address, telephone number and organisation email address. References supplied with a personal contact email address will not be accepted unless under exceptional circumstances, which must be explained within the reference. All references must be dated within the last two years.

- **Degree certificate(s) from first and subsequent degrees.** We require colour scans of original documents and certified translations of documents issued in any language other than English.

- **Academic transcripts** from first and subsequent degrees. We require colour scans of original documents and certified translations of documents issued in any language other than
English. Transcripts must list all subjects taken and grades achieved to date, with the grade scale clearly displayed in the transcript. Applicants must clearly state their current average grade in the online application form.

- **Personal statement**: Personal statements should highlight the motivation for applying for the course, and any relevant experience and/or skills.

- **English language certificates** are required from applicants for whom English is not the native language and whose full undergraduate degree was not taught in an English-speaking country (please see the [English Language Requirements](#) for a list of English-speaking countries)

- **Curriculum Vitae (CV)**: CVs might include details of other relevant work experience and qualifications to support an application

**Correspondence with applicants**

We will correspond with you via the email address used to set up your application form account. Please keep this address up-to-date.

**Selection process**

**Assessment of applications**

All applicants are considered on an equal basis in line with the [University’s Equality and Diversity Policy](#).

Once a complete application has been submitted with all required supporting documents, it is considered by two members of staff using the following criteria:

Applicants will be assessed based on the subject and level of their first degree, their motivation to enter the programme (as assessed by their personal statement) and the two letters of reference.

Applicants are considered holistically on their own merit and in competition with the rest of the applicant cohort during that academic cycle. Places on this programme are limited and there is a high level of competition. Meeting the minimum academic entry criteria does not automatically mean you will receive an offer.

Applicants who have undertaken a transnational education partnership programme or top-up degree and meet the minimum academic entry criteria will not automatically receive an offer of admission. In these cases, we consider academic history alongside relevance of degree, and, if necessary, degree content and performance in key modules.

**Interviews**

Interviews may form part of the selection process. Specifically, we may interview applicants with non-standard qualifications or those with additional skills and experience to be considered as part of their application.

Interviews are used to assess whether the applicant has the necessary skills and capabilities to pursue their chosen programme, and whether the programme is appropriate to their interests and aspirations.

Interviewees based overseas are usually interviewed by telephone or Skype.
Interviews are normally conducted by two members of staff, at least one of whom is trained in fair and effective recruitment techniques. All interviews are undertaken in accordance with the University’s Equality and Diversity Policy.

**Non-standard applications**
We welcome applicants with non-standard qualifications who can demonstrate knowledge, experience and skills developed in the workplace, or elsewhere, relevant to their chosen programme. Please use your personal statement to provide further details.

Non-standard applications are considered by the programme admissions tutor(s).

**Decisions**

**Notification of decisions**
Applicants will be notified by email when a decision has been made and decision letters will be available to view and print by logging into the application. Applicants must accept any offer of admission within four weeks of the date of the offer letter.

Decision letters include any deadline by which applicants must accept an offer.

**Offers**
Offers are typically made in line with the academic requirements set out above.

Offers may be conditional or unconditional. Unconditional offers are made to successful applicants who have met the admissions requirements. Successful applicants who have not yet fulfilled the academic or language requirements will receive a conditional offer outlining the outstanding requirements.

Unsuccessful applicants may be considered for an alternative programme in a related subject area. In such cases, applicants will receive an email with details of the alternative options if you would like to discuss the possibility of deferring your start date.

**Additional information**

**Extenuating circumstances**
If your education has been significantly disrupted through health or personal problems, disability or specific difficulties within your studies, you can submit an extenuating circumstances form as part of your application.

The information provided will be treated confidentially, and will help us to assess your academic performance fairly in light of your circumstances.

**ATAS**
An ATAS certificate is not required for this programme.

**Deposits**
International self-funded students accepting a place on this programme must pay a deposit of £1,500. Further information on how to pay programme deposits is provided in the offer letter as well as online.

The deposit is non-transferable and non-refundable except under the circumstances outlined in the Deposits Refund Policy.
Visa

Please note that you are currently not able to apply for a Tier 4 student visa if you are applying for the part time, distance learning or modular programmes.

International students coming to the UK to study full-time must apply for a student visa. Tier 4 student visa guidance notes are available on the University website.

Sponsored students

Sponsored students are not required to pay the deposit, but must upload a copy of their sponsorship letter in the ‘Post-submission uploads’ section of the online application, and must also complete and upload the sponsorship authorisation form.