

# Postgraduate Admissions Statement for EdD Education: Learning, Leadership and Policy



Awards available; EdD

This Admissions Statement applies to applications submitted for entry to the programme between 1 October 2019 and 30 September 2020.

It should be read in association with the [University Admissions Principles and Procedures](#) for Postgraduate programmes and the relevant [prospectus entry](#) for this programme.

<b>Faculty</b> Faculty of Social Sciences and Law, School of Education	
<b>Admissions team and contact details</b> School of Education University of Bristol 35 Berkeley Square Bristol BS8 1JA	<b>Website</b> <a href="http://www.bristol.ac.uk/education/study/doctoral/eddbristol/">www.bristol.ac.uk/education/study/doctoral/eddbristol/</a>
	<b>Email</b> <a href="mailto:ed-edd@bristol.ac.uk">ed-edd@bristol.ac.uk</a>
	<b>Telephone</b> +44 (0)117 331 4234

## Application deadline

Application deadlines can be found on the individual programme page within the [University course finder](#)

## Admissions criteria

<b>Academic requirements</b>	Applicants must hold/achieve a minimum of; An upper second-class undergraduate honours degree (or international equivalent) is normally required; a master's degree, normally at merit level (or equivalent qualification); and normally at least three years' appropriate professional experience (eg employment in organisations that have an educational function or roles related to any aspect of education, training or individual learning).
	For information on international equivalent qualifications, please refer to our <a href="#">International Office website</a> .
<b>English language requirements</b>	Profile E
	All applicants are required to have reached the required profile level of English language as specified by the <a href="#">University's English Language Requirements Policy</a> prior to registration on to this programme.
<b>Non-standard applications</b>	Unfortunately, we are unable to accept non-standard applications for this programme. Applicants must meet the entry requirements stated above.

## Application process

### Online application form

Applicants should complete the online application form, uploading all required documents directly. Further information is available on our [guidance for online applications page](#)

Applications will 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. Paper documents received by post, or electronic documents received by email, are only considered in exceptional circumstances.

### Required and optional documents

✓	<b>Two academic references (minimum):</b>	<p>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.</p> <p>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. At least one referee should be familiar with the applicant's academic work.</p> <p>References supplied with a personal contact email address will be accepted in exceptional circumstances, which must be explained within the reference.</p> <p>All 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 and must be dated within the last two years. A <a href="#">reference template</a> is available to show the required format.</p>
✓	<b>Degree certificate(s)</b>	<p>From first and subsequent degrees. We require colour scans of original documents and certified translations of documents issued in any language other than English.</p>
✓	<b>Academic transcripts</b>	<p>From first and subsequent degrees. We require colour scans of original documents and certified translations of documents issued in any language other than English.</p> <p>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.</p>
✓	<b>Personal statement:</b>	<p>Personal statements should highlight the motivation for applying for the course, and any relevant experience and/or skills.</p> <p>Please set out your reasons for applying clearly and concisely. This element of the application is extremely important in the decision-making process. The statement should focus on the relationship between your professional and academic experience, your future professional and academic development, and the role that an EdD will play in this.</p>
✓	<b>English language certificates/other evidence</b>	<p>All applicants are required to have reached the required profile level of English language as specified by the <a href="#">University's English Language Requirements Policy</a></p>
✓	<b>Curriculum Vitae (CV)</b>	<p>CVs might include details of other relevant work experience and</p>

		qualifications to support an application.
✓	<b>Research Statement:</b>	<p>The primary requirement for the research statement is to define and situate your research within an academic/disciplinary context. You should remember that people in the academic community are the primary audience/readership for postgraduate research. This means that you will need to identify:</p> <ol style="list-style-type: none"> <li>1.The research questions or problems that you intend to address;</li> <li>2.The research context for your project/programme of work;</li> <li>3.The methods you think you will use to pursue the key questions.</li> </ol>
✓	Programme specific research statement requirements	Research statement should be a maximum of 1,000 words
✓	<b>Research Training Statement</b>	Applicants are welcome to provide details of any relevant qualifications or training required to assist with their application.
✓	<b>OTHER</b>	<p>Research statement</p> <p>This is a vital part of your application and should be used to define and situate your research within an academic/disciplinary context. The statement should comprise around 1000 words and cover the following:</p> <ol style="list-style-type: none"> <li>1. Proposed area of research - Please refer to the School of Education’s research centres and networks and indicate which you consider most closely aligned with your initial research interests.</li> <li>2. Working title of research</li> <li>3. Background of the study - Suggest a potential study area for the dissertation phase of the degree, including, where appropriate, research questions or issues likely to be investigated.</li> <li>4. Relevant literature and key ideas - Highlight some key ideas/themes in the existing literature relevant to your chosen area.</li> <li>5. Methodology and methods - Indicate a potential research approach, given the objectives of your project, and explain how it connects to any research questions/issues outlined. You may also indicate any ideas you have about potential participants, methods of data collection, and approaches to data analysis and interpretation.</li> <li>6. Possible outcomes - Suggest the potential outcomes and theoretical and practical significance of the project.</li> <li>7. References</li> </ol>
<b>Optional Documents</b>		

## Selection process

### Assessment of applications

All applicants are considered in line with the University's [Admissions Principles and Procedures Policy](#) and [Equality, Diversity and Inclusion policy](#). Once a complete application has been submitted with all required supporting documents, it is considered by at least two members of staff using the following criteria:

- performance in undergraduate degree
- English language ability (where applicable)
- references
- personal statement
- Research statement

### Interviews

Interviews may form part of the selection process.

The purpose of the interview is to assess whether the applicant has the necessary skills and capabilities to pursue the chosen postgraduate programme, and whether the programme is appropriate to the applicant's interests and aspirations.

If required, interviewees based overseas will normally be interviewed by telephone or Skype.

### 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. If there is a deadline by which applicants must accept an offer of admission or pay a deposit, this will be stated in the offer letter.

### Offers

Offers will typically be made in line with the academic requirements set out above.

Offers made may be conditional or unconditional. An unconditional offer will be made to applicants who have already met the conditions and provided evidence that conditions have been met. Where academic or language requirements have not yet been fulfilled, applicants will receive a conditional offer outlining the requirements that must be met.

If an applicant is not selected to receive an offer for the course to which they have originally applied, we may offer the opportunity to be considered for an alternative programme in a related subject area. In such cases applicants will receive an email notification providing any alternative course options and asking whether they wish to be considered for these. It may be necessary for applicants to submit additional documentation in order for the application to be fully considered for an alternative programme. Details of the documentation required can be found in the admissions statement for the relevant programme.

### Results deadline

Applicants who receive a conditional offer will be required to submit all final results to meet their offer conditions by 31<sup>st</sup> August 2020. Offer holders who will be unable to provide their final results by this date should email [ed-edd@bristol.ac.uk](mailto:ed-edd@bristol.ac.uk) to notify the admissions team as soon as possible.

### Deferrals

Deferred entry is available for this programme, subject to agreement by the relevant Admissions Team. Please contact [ed-edd@bristol.ac.uk](mailto:ed-edd@bristol.ac.uk) to make a formal request.

## 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 considering your circumstances.

### **Academic Technology Approval Scheme (ATAS)**

An ATAS certificate is not required for this programme.

### **Visa**

International students coming to the UK to study full-time may need to apply for a student visa. [Tier 4 student visa guidance notes](#) are available on the University website.

## **Fees and Deposits**

### **Fees**

Annual tuition fee for 2020/21 if available on the relevant [prospectus entry](#) for this programme.

### **Deposits**

Deposits are not required for this programme.

### **Sponsored Students**

Sponsored students 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.