

Postgraduate Admissions Statement for PG Diploma (Postgraduate Diploma) Veterinary Clinical Practice



Awards available; PG Diploma (Postgraduate Diploma)

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.

Faculty Faculty of Health Sciences, Bristol Veterinary School	
Admissions team and contact details Emma North Course Administrator Bristol Veterinary School Dolberry Building Langford BS40 5DU	Website www.bristol.ac.uk/vetscience/
	Email cvs-postgrad-enquiries@bristol.ac.uk
	Telephone +44 (0)117 331 9192

Application deadline

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

Admissions criteria

Academic requirements	Applicants will need a relevant degree that allows them membership to the Royal College of Veterinary Surgeons www.rcvs.org.uk/home , plus a minimum of one year's primary clinical experience in an English-speaking practice.
	For information on international equivalent qualifications, please refer to our International Office website .
English language requirements	Profile A
	All applicants are required to have reached the required profile level of English language as specified by the University's English Language Requirements Policy prior to registration on to this programme.
Non-standard applications	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

✓	Two academic references (minimum):	<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 reference template is available to show the required format.</p>
✓	Degree certificate(s)	<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>
✓	Academic transcripts	<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>
✓	Personal statement:	<p>Personal statements should highlight the motivation for applying for the course, and any relevant experience and/or skills.</p>
✓	Programme specific personal statement requirements	<p>You should expand on how your current levels of experience and knowledge make you a suitable candidate for the programme. If applicable, you may also include some explanation of how the programme will enable you to develop your career plans in the longer term.</p>
✓	English language certificates/other evidence	<p>All applicants are required to have reached the required profile level of English language as specified by the University's English Language Requirements Policy</p>
✓	Curriculum Vitae (CV)	<p>CVs might include details of other relevant work experience and qualifications to support an application.</p>

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 and a shortlist is created using the following criteria:

In addition to the essential criteria, candidates are ranked according to their prior clinical and professional experience and personal statement. These criteria are given equal weighting. Shortlisted candidates are then invited to an interview. Approximately two to three students are interviewed for every position.

In areas where we receive a large volume of high-quality applications for a small number of places, we shortlist for interview on the basis of subject-specific continuing professional development.

Interviews

Interviews 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.

Interviewees based overseas will normally be interviewed by telephone or Skype.

Interviews are conducted by three members of staff. All interviews are undertaken in accordance with the [University's Equality and Diversity Policy](#).

Successful candidates are notified within a week of their interview. All candidates are notified of the outcome of their interview within two weeks.

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.

Deferrals

Deferrals are not permitted for this programme. Applicants are encouraged to re-submit their application for consideration the following year.

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

International self-funded students accepting a place on a taught postgraduate programme are required to pay a deposit of £1500. Further information is available on [how to pay programme deposits](#). Further information will also be provided in the offer letter to successful applicants. The deposit is non-transferable and non-refundable except under the circumstances outlined in the [International Deposits Refund Policy](#).

Sponsored Students

Sponsored students are not required to pay the deposit but will need to upload a copy of their sponsorship letter using the 'Post Submission Uploads' section of the online application.

