

Postgraduate Admissions Statement for PhD Management



Awards available; PhD

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 Social Sciences and Law, School of Economics, Finance and Management	
Admissions team and contact details Graduate Studies Office School of Economics, Finance and Management University of Bristol 8 Woodland Road Bristol BS8 1TN	Website www.bristol.ac.uk/management www.bristol.ac.uk/efm/
	Email efim-pgadmissions@bristol.ac.uk
	Telephone +44 (0)117 394 1519

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; An upper second-class or first-class honours degree in a related subject (or equivalent) and a merit or equivalent master's qualification in a related subject.
	For information on international equivalent qualifications, please refer to our International Office website .
English language requirements	Profile B 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	We welcome applications from those with non-standard qualifications who can demonstrate knowledge, experience and skills developed in the workplace, or elsewhere, relevant to the programme of study. Please use your personal statement to provide further details. Non-standard applications will be considered by the Admissions Tutor(s) for the programme on a case by case basis.

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>In cases where the postgraduate degree is a MBA and/or does not contain a social sciences-orientated dissertation and research methodology modules, applicants are encouraged to articulate how their background has equipped them with the necessary research skills for doctoral level research in the social sciences, e.g. by indicating any academic publications, research-related professional experience, or research methods courses undertaken that may be indicative of their research potential.</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)	CVs might include details of other relevant work experience and qualifications to support an application.
✓	Research Statement:	<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"> 1.The research questions or problems that you intend to address; 2.The research context for your project/programme of work; 3.The methods you think you will use to pursue the key questions. <p>Applicants should consult the advice on writing their research proposal: PhD Proposal Guidelines, available on the website for Postgraduate research (PhD) in the Department of Management.</p>
✓	Research Training Statement	Applicants are welcome to provide details of any relevant qualifications or training required to assist with their application.
✓	Distance Learning supporting letter	For the distance learning option only, applicants are also required to submit a supporting letter from any institution/organisation that they will depend upon for the purposes of completing their research.
<p>Optional Documents</p> <p>Research Training Statement: A Research Training Statement is not required, but applicants are welcome to provide details of any training requirements to support their postgraduate studies. If there are no training requirements this section can be left blank.</p> <p>Curriculum Vitae (CV): 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 using the following criteria:

- academic performance in undergraduate and masters degrees
- English language ability (where applicable)
- research statement: understanding of research topic and chosen methodology, awareness of relevant literature, and ability to identify a research contribution
- personal statement: comprehensive understanding of research, and level of motivation for doctoral study
- academic references

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.

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 the date specified by the admissions team. Offer holders who will be unable to provide their final results by this date should email efim-pgadmissions@bristol.ac.uk to notify the admissions team as soon as possible.

Deferrals

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

Deposits are not required for this programme.

Sponsored Students

Sponsored students will need to upload a copy of their sponsorship letter using the 'Post Submission Uploads' section of the online application.

