

# Postgraduate Admissions Statement for MA Translation



Awards available; MA, PG Diploma (Postgraduate Diploma).

**This programme is only available via distance learning**

This Admissions Statement applies to applications submitted for entry to the programme between 1 October 2021 and 30 September 2022.

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

## Admissions criteria

<b>Academic and English language requirements</b>	The academic and English language requirements for this programme are displayed on the <a href="#">Postgraduate Prospectus</a> . For information on international equivalent qualifications, please refer to our <a href="#">International Office website</a> .
<b>Non-standard applications</b>	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

✓	<b>References:</b>	One academic reference will be required as part of the application process. Professional references may be accepted if you graduated more than two years ago, or if professional experience is relevant to the application. References should comply with our standard requirements outlined on <a href="#">our guidance pages</a> .
✓	<b>Degree certificate(s) and academic transcripts:</b>	From first and subsequent degrees. Degree certificates and transcripts should comply with our standard requirements outlined on <a href="#">our guidance pages</a> .

✓	<b>Personal statement:</b>	<p>A clear and persuasive explanation as to why the programme has been chosen and the applicant's ability to engage with the nature of the programme at Bristol.</p> <ul style="list-style-type: none"> <li>• In the first line of your personal statement, please clearly state which language(s) you wish to focus on in your MA.</li> <li>• Give an overall picture of your language experience and specify things like length of residence in other language territories.</li> <li>• Show your interest and expertise in the subject, as evidenced by, for example, specific examples of experiences with translation or texts read in translation.</li> <li>• Show ability to carry out academic work, including attention to detail and the precision of English use – applicants returning to HE after a long hiatus should show some awareness that postgraduate study implies working rigorously in pursuit of knowledge and skills.</li> </ul>
✓	<b>English language certificates/other evidence</b>	Evidence of meeting the English language profile as stated on the <a href="#">Postgraduate Prospectus</a> and specified by the <a href="#">University English Language Requirements Policy</a>
✓	<b>Curriculum Vitae (CV)</b>	CVs might include details of other relevant work experience and qualifications to support an application.
	<b>Supplementary requirements</b>	Applicants may be asked to complete a diagnostic essay and a translation test may be used to assess non-standard applications. The applicant will be notified if this applies.

## Selection process

### Assessment of applications

All applicants are considered in line with the University's [Admissions Principles and Procedures 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

### Interviews

Interviews do not form part of the selection process.

### 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.

### Results deadline

Applicants who receive a conditional offer will be required to submit all final results to meet their offer conditions by 29/07/2022. Offer holders who will be unable to provide their final results by this date should email [choosebristol-pg@bristol.ac.uk](mailto:choosebristol-pg@bristol.ac.uk) to notify the admissions team as soon as possible.

### Deferrals

Requests to defer the year of entry must be submitted via the applicant portal. Requests to defer should be submitted at the earliest opportunity so that it can be reviewed by the admissions team. We cannot guarantee that requests will be granted.

## 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

This is a distance-learning programme, and, as such, Tier 4 student visas are not available for international students wishing to study on this programme. Please contact [Student Visa Services](#) for advice.

## Fees and Deposits

### Fees

Annual tuition fee is 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 £2000. 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

Fully 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.