

Undergraduate admissions statement

This statement should be read in conjunction with the [University's admissions principles and procedures](#).

Year of admissions cycle: 2015

Courses covered:

BA History (V100)

Admissions process

1. Admissions team

Applications are assessed by a centralised team in close co-operation with admissions tutor/s.

2. Application assessment methods

All applications are considered on an equal basis. Applications are not segregated by the type of educational institution attended.

All applications that are received on time (in accordance with UCAS deadlines) are guaranteed equal consideration.

All applications are allocated scores on the academic record and the personal statement/reference. The respective weightings are as follows:

- Academic score: 30%
- Personal statement/reference score: 70%

Applications will be assessed on the basis of their application only; we will not take into account any additional information received from an applicant or institution, unless we have requested it.

We do not consider any direct applications to the University.

Applicants are not discriminated against on the grounds of race, ethnicity, nationality, gender, sexuality, religion, disability, or age.

3. Interview or visit day

Applicants who receive an offer will normally be invited to a visit day. This provides the opportunity to see the city and the University, and to ask questions about the degree courses and other aspects of student life in Bristol.

While attendance at a visit day is strongly encouraged, it is not obligatory and plays no role in the selection process; it is also recognised that not all applicants will be able to attend.

4. Correspondence with applicants

All correspondence relating to an application's status will be sent by email.

All applications are acknowledged by email on receipt (starting in mid-September), to establish contact and inform the applicant of the process to be followed.

Applicants will then be notified if their application has been successful or unsuccessful, or to inform them that their application has been assessed but that we will not be able to make a final decision until later in the cycle.

Applicants who receive an offer will receive an invitation to a visit day.

5. Deferred applications

We will consider applications for deferred entry (ie 2016). However, deferred applicants should be aware that, in fairness to other applicants in the following cycle, we can only make a limited number of deferred offers in each cycle.

Applicants are expected to describe briefly in their personal statement how their 'gap' year might subsequently benefit their university career. Preference may be given to those with a clear and relevant academic purpose or with significant health or personal issues.

Criteria for assessing applicants

1. Academic entry requirements

Academic entry requirements for standard qualifications (A-level, SQA, IB, Access, BTEC, Welsh Baccalaureate, GCSEs) can be found in the [undergraduate course finder](#). Other qualifications, including international qualifications, will be considered on their individual merits; [further information](#) is available.

2. Additional academic criteria

History is a mandatory subject but we welcome applications from applicants offering it with any combination of any other A2 subjects (or equivalent), apart from General Studies which would not be included in our assessment of applicants or in the terms of offers.

We take an applicant's record at GCSE into account, but the only specific subject requirements are GCSE English Language and Mathematics, and we recognise that an applicant's academic abilities may improve significantly subsequent to GCSE. An applicant's academic abilities may improve significantly subsequent to GCSE. Credit is given to the eight highest grades achieved.

Those who do not satisfy the normal eligibility criteria, but whose applications are deemed to indicate interest in and aptitude for the subject, may be asked to attend an interview (see **6. Interview** below).

3. Personal statement criteria

Given the very large number of applications we receive each year from applicants who have achieved or are predicted to achieve high grades, we necessarily place substantial emphasis upon the quality of the personal statement.

We seek evidence of:

- serious interest in, and commitment to, the active study of history;

We are particularly eager to identify applicants whose interest in the subject extends beyond the A2 History syllabus, who are keen to engage in independent research, and who wish to learn how to undertake such historical research at university level.

- wider reading and of a critical engagement with such reading;

Applicants who have gained a relevant broader experience of the practice of history (e.g. volunteering at a museum, independent research projects, etc.) are also given credit.

- coherent, analytical and critical thinking, with credit given for well-constructed and accurately expressed argument;
- an applicant's understanding of how other relevant disciplines can inform the study of history, and whether the course applied for is appropriate to the applicant's declared historical interests and aspiration;
- clear motivation to study, eg attendance at a university summer school, a targeted Access Scheme (such as Access to Bristol, the Mutual Recognition Scheme, etc.), or participation in outreach activities;
- non-academic achievements and experience, extra-curricular activities and positions of responsibility held, including paid and voluntary employment, bearing in mind the range of opportunities available to the applicant and the nature of any particular challenges s/he may have faced.

Our mission is to identify and attract those applicants who satisfy all the criteria outlined above and whose academic and intellectual interests and potential are germane to our methods of teaching and areas of expertise.

4. Reference criteria

References should ideally be from a school or college, from a personal tutor confirming the academic potential of the applicant to study at degree level. Assessors will want to consider the accuracy and consistency of the predicted grades in the light of previous achievement, evidence of effort and a positive attitude towards studies. Where this is not possible, a non-academic reference should confirm the relevant experience of the applicant. It should indicate the potential of the applicant for study at degree level.

The reference will be included in the assessment of the personal statement, with the following taken into account:

- evidence of high levels of motivation, an ability to work independently, and intellectual inquisitiveness;
- the ability of the applicant to engage in historical research, or their interest in undertaking such research;
- the applicant's powers of critical analysis and potential for further development in these areas;
- ways in which the applicant's performance does not reflect their ability, eg educational/special circumstances.

5. Additional tests

No tests are currently used as a standard part of the selection process for BA History.

In the event that the department should require the submission of a piece of written work in support of an application, the reasons for the request will be explained and pertinent directions given.

6. Interview

Interviews are not usually part of our selection process. However, we may seek to interview applicants with non-standard qualifications or who have returned to study less than six months prior to their application.

The purpose of the interview is to assess whether the applicant currently has the necessary skills and capabilities to pursue the chosen degree programme and whether the course is appropriate to the applicant's interests and aspirations. Attending interview also provides applicants with the opportunity to ask questions and meet staff and students.

Interview days typically take place in March and decisions are then made based on a combination of the application and interview. Interviewees may be interviewed alone or in small groups. Interviewees based overseas will normally be interviewed by telephone or Skype. All interviews are 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 policy on equal opportunities.

The principal assessment criteria are an applicant's interest in and commitment to the subject, his/her capacity for clear thinking and oral expression, for the critical analysis of arguments and evidence, and for working independently at degree level. Those applying for a degree which includes a language may be tested on linguistic ability.

7. Mature applicants

Mature applicants who meet our entry requirements and can demonstrate recent study within the last five years will normally be assessed on the basis of their application only.

We would usually only admit after interview mature applicants who meet our entry requirements with qualifications achieved over five years ago, who have only returned to education within the last six months prior to application, or who do not meet our published entry requirements but can demonstrate recent or current study and/or have particularly relevant employment history or life experience.

Selected applicants will be invited to interview as described in **6. Interviews** above.

Mature applicants who do not meet our standard entry requirements and who cannot demonstrate recent study, relevant employment history or life experience will usually be advised to gain some academic experience before reapplying. Current and prospective applicants in this position should consider applying to our [Foundation Year in the Arts and Humanities](#) or taking an Access course, A-level, Open University foundation module or equivalent.

8. International applicants

International applicants will be subject to the criteria as detailed here: www.bristol.ac.uk/international/countries

We also consider applications for these courses through the Common Application system, and the same criteria and assessment used for UCAS applicants are applied. Applicants can

only be considered through one application route; we cannot consider applicants through the Common Application who have also applied to Bristol and/or other institutions through UCAS.

9. English Language requirements for non-native speakers

All applicants are required to demonstrate that they have sufficient ability to understand and express themselves in both spoken and written English in order to benefit fully from their degree course.

English Language requirements for each course can be found in the [undergraduate course finder](#) and are explained at www.bristol.ac.uk/ug-language-requirements.

10. Contextual information

We take a holistic approach to all applications, ensuring that the educational and social context in which an applicant applies is taken into consideration, where supported by clear evidence that this may have adversely affected academic achievement. This may include time spent in Local Authority care, information about which can be provided in the application.

As part of our commitment to the UK national agenda on widening participation, we consider the educational context in which grades have been achieved, particularly if there is evidence that an applicant's current school or college performs below a defined threshold.

When assessing whether applicants meet our academic requirements, contextual criteria may be applied to those who attend and apply from a school or college which in the previous year ranked in the bottom 40 per cent in any of the following categories:

- average score per A-level entry;
- average score per A-level entrant;
- percentage of students applying to higher education.

If an applicant meets one of these criteria, we will raise their predicted/achieved grades by one grade in our rankings; ie an AAB applicant will be awarded the same academic score as an AAA applicant. Applicants still need to satisfy specific subject requirements. Contextual offers are usually one grade lower than the standard offer.

The University reviews its definition of educational disadvantage and low-performing schools each year and each case is considered on an individual basis.

We also consider evidence of clear motivation to study. This may include participation in higher education outreach activities, attendance at a University summer school or a targeted Access Scheme (such as Access to Bristol or Realising Opportunities where applicants receive special consideration and in some cases, guaranteed and/or lower offers; please see the [University's admissions principles and procedures](#) for more information). We do not take the following into consideration when making admissions decisions: the school type attended by an applicant (e.g. independent school, state school, academy), or whether an applicant's parent has any experience of higher education.

Offers

Typical offers for A-levels and other UK qualifications can be found in the entry data in the online [undergraduate course finder](#). Offers to applicants with non-standard qualifications will be made equivalent to the published A-level offer.

We may make lower 'contextual' offers based on whether an applicant is deemed to have experienced educational disadvantage, as defined in section 7.5 of the [University's admissions principles and procedures](#) (see also **Criteria for assessing applicants: 10. Contextual information** above)

Other

1. Transfers

Incoming students will normally be expected to enter at the start of the next first year.

Requests for transfers to our courses may be made from suitable applicants from other degree programmes within the University at the end of year one.

Suitably qualified applicants who have completed the first year of a degree programme at another institution may seek entry to year two, but acceptance is at the discretion of the department and is subject to there being space available on that degree. Applications should be submitted in the usual way, indicating the desired entry year; we cannot accept direct transfer applications.

2. Additional information

The Department of History does not currently offer any Joint Honours courses.

The University can only guarantee places if the exact terms of the offer are met, however offer holders would not automatically be unsuccessful if the terms of the offer are missed by one grade. If offer holders do not meet the terms of their offer when exam results are released they may be considered as a 'near miss candidate'. All near miss candidates are reviewed mid-August after those who have met the terms of their offer have been confirmed. International offer holders may be reconsidered earlier depending when their exam results are released.

Contacts for enquiries

Any enquiries should be addressed to the Undergraduate Admissions Office: arts-ug-admissions@bristol.ac.uk or +44 (0)117 928 8147.