

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:

Single Honours:

BA French (R100)
BA German (R200)
BA Hispanic Studies (RR45)
BA Italian (R310)
BA Modern Languages (RR01)
BA Spanish (R400)
BA Russian (R700)

Joint Honours (School of Modern Languages only):

BA French and Czech (RR1V)
BA French and German (RR12)
BA French and Italian (RR13)
BA French and Spanish (RR14)
BA French and Portuguese (RR15)
BA French and Russian (RR17)
BA German and Czech (RR2V)
BA German and Italian (RR23)
BA German and Spanish (RR24)
BA German and Portuguese (RR25)
BA German and Russian (RR27)
BA Italian and Czech (RR3V)
BA Italian and Portuguese (RR35)
BA Italian and Russian (RR37)
BA Italian and Spanish (RR34)
BA Portuguese and Russian (RR57)
BA Portuguese and Czech (RR5V)
BA Russian and Czech (R701)
BA Spanish and Czech (RR4V)
BA Spanish and Portuguese (RR54)
BA Spanish and Russian (RR47)

Joint Honours (offered in conjunction with other Schools/Faculties):

BA Film and French (2LK6)
BA Film and German (4F29)
BA Film and Italian (4L92)
BA Film and Portuguese (4PP8)
BA Film and Spanish (L288)

BA History of Art and French (VR31)
BA History of Art and German (VR32)
BA History of Art and Italian (VR33)
BA History of Art and Spanish (VR34)
BA History of Art and Portuguese (VR35)
BA History of Art and Russian (VR37)
LLB Law and French (MR11)
LLB Law and German (MR12)
BA Music and French (WR31)
BA Music and German (WR32)
BA Music and Italian (WR33)
BA Philosophy and French (RV15)
BA Philosophy and German (RV25)
BA Philosophy and Italian (RV35)
BA Philosophy and Portuguese (RV55)
BA Philosophy and Russian (RV75)
BA Philosophy and Spanish (RV45)
BA Politics and French (RL12)
BA Politics and German (RL22)
BA Politics and Italian (RL32)
BA Politics and Portuguese (RL52)
BA Politics and Russian (RL72)
BA Politics and Spanish (RL42)
BA Theatre and French (W43F)
BA Theatre and German (21C7)
BA Theatre and Italian (22FF)
BA Theatre and Portuguese (R2D8)
BA Theatre and Spanish (4D8C)

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 based on their academic record (achieved and/or predicted), weighting GCSEs as 30 per cent and A-levels (or equivalent qualifications) as 70 per cent. Where the personal statement and reference are also scored, the weighting for this is as follows:

- Academic score: 50%

- Personal statement and reference (combined): 50%.

Please be aware that these weightings apply to courses offered by the School of Modern Languages only, and may vary for Joint Honours degrees offered in conjunction with other schools/faculties. All applications for Joint Honours courses are also assessed in relation to the other subject's selection criteria; for details of these courses' assessment criteria, please see the admissions statement for the 'leading' department/school (eg Law for LLB Law and German).

Applications will be assessed on the basis of their application only; we cannot 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 course(s) 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

Single Honours applicants must have an A-level or equivalent (achieved or predicted) in the relevant language; for languages that can be studied ab initio i.e. at absolute beginner level (Italian and Russian), applicants would need to demonstrate language-learning ability, usually through a modern language A-level or equivalent qualification.

Applicants for languages-only Joint Honours degrees must normally have an A-level or equivalent in at least one of the two languages to be studied at degree level. A-level French (or equivalent) is required for courses involving French; this is the only language that cannot be studied ab initio.

Applicants for BA Modern Languages (RR01) should note that this degree provides the opportunity to study three languages in the following combinations, and that for each combination; applicants will need A-level or equivalent in the first two named languages, whilst the third can be studied from beginner level:

- French, Spanish and Portuguese
- French, Spanish and Italian
- French, Spanish and German
- French, German and Russian
- German, Russian and Czech

Applicants for Joint Honours degrees that combine a language with a non-language subject can study the chosen language post-A-level or as a beginner, provided they have another language at A-level (or equivalent) to demonstrate language-learning ability. As above, applicants for courses including French must have A-level French; the other exception is MR12 Law and German, which does not offer study of German at ab initio level and would require A-level German or an equivalent qualification.

We take an applicant's record at GCSE into account, but there are no specific requirements and we recognise that an applicant's academic abilities may improve significantly subsequent to GCSE. Credit is given to the eight highest grades achieved.

A-level General Studies and Critical Thinking are not considered towards offers or academic assessment.

3. Personal statement criteria

In some cases we may need to refer to the personal statement and reference to differentiate between applicants with very similar academic profiles. If this is the case, then the criteria will include the following:

- interest in and commitment to the subject; this may be demonstrated by:

- time spent in one or more countries relevant to the degree course;
- evidence of curiosity about the culture (including popular culture) and society in those countries, and independent exploration of them;
- knowledge and appreciation of the linguistic culture;
- appropriateness of the chosen course in relation to declared interests and aspirations;
- non-academic achievement and experience including positions of responsibility and voluntary or paid work;
- evidence of critical thinking and analytical skills, allied with a good standard of written English.

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.

We would look for the following within the reference:

- the applicant's motivation;
- the applicant's ability in languages and other subjects;
- the applicant's ability to work independently;
- the applicant's powers of analysis and expression;
- any special circumstances which may have adversely affected their academic performance.

5. Additional tests

No tests are currently used as a standard part of the selection process for modern languages.

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 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 UCAS form 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 in English 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 programme which includes a modern 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 recognise that some applicants may achieve higher than their predicted grades, and so we may also consider applicants who are predicted to achieve one grade below the entry requirements (as long as this is in a non-specified subject). Any offer made would be at the standard level.

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 courses 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 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.