

Undergraduate admissions statement

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

Year of admissions cycle: 2016

Courses covered:

MEng Civil Engineering (H200)

MEng Civil Engineering with Study in Continental Europe (H201)

BEng Civil Engineering (H205)

MEng Civil Engineering with Study Abroad (entry by transfer from H200, H201 or H205)

1. Admissions process

1.1. Admissions team

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

1.2. 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.

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.

All applicants are allocated scores based on their academic record, which forms 100 per cent of our assessment (25 per cent A-levels or equivalent, 75 per cent GCSEs).

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.

1.3. Interview or visit day

Applicants who have been made an offer are invited to attend one of the department's post-offer visit days, normally from November to March. The visit is to allow applicants to find out more about our course content and the University, and applicants are encouraged to ask questions about any aspect of the degree courses on offer. There are other opportunities to visit the department, such as University open days; if an applicant is invited to attend a visit day then we would encourage them to attend even if they have attended one of these other University events, because the visit day is specifically tailored to offer holders.

1.4. Correspondence with applicants

All correspondence relating to an applicant'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 and put on 'Hold' pending a decision later in the cycle.

If you submitted your application by 15 January then the final deadline by which you will receive a decision is 7 May. Most decisions are made well before this date. We monitor the number of offers we make carefully and may hold some applications until later in the cycle.

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

2. Criteria for assessing applicants

To assess an application we require:

- A full academic history from age 16 onwards, including any retakes or uncompleted qualifications.
- Predicted grades for any qualifications you are currently taking. Predicted grades can only come from your school or referee. These must include an overall grade (if applicable) AND where a particular subject is specified in the entry requirements, the achieved grades or predicted grades for that subject, and any related or major subjects you are studying.
- If predicted grades are not available, then we will accept a transcript showing the results of your previous year's courses or examinations.

2.1. Academic entry requirements

Academic entry requirements for standard qualifications (A-level, SQA, IB, Access, BTEC, Welsh Bac, 14-19 Diploma, 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 through the [International Office](#).

All applications must be submitted through UCAS or Common Application; we cannot consider any direct applications.

Applications that are received on time are guaranteed equal consideration.

2.2. Additional academic criteria

A-levels in General Studies or Critical Thinking are not counted as part of offers, nor are they considered in the academic assessment of applicants

All applicants for our engineering courses at Bristol are expected to hold, or be predicted to achieve, A-level Maths at grade A (or equivalent). However, it is recognised that applicants studying Access to HE or BTEC qualifications may not have the opportunity to take up this additional qualification at their Further Education (FE) school/college.

Applicants who are unable to supplement their current study with A-level Maths may therefore be invited to undertake a maths test at the University in the spring, which will examine similar content to A-level Maths core modules. Candidates who achieved A-level grade A standard in the test will then have their applications progressed for further consideration by the selection team. Further information about the process will be available in autumn 2015 on our [applicants' website](#).

2.3. Personal statement criteria

In some cases we may 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:

- Evidence of clear thinking and understanding;
- Problem-solving, analytical and practical skills;
- Appropriateness of chosen University course to declared interests and aspirations;
- Non-academic achievement / experience, extra-curricular activities, positions of responsibility;
- Relevant work experience;
- Relevant reading / research beyond A-level syllabus;
- A good overall standard of written English with clear expression, construction and argument.

2.4. Reference criteria

References will be assessed for information on the applicant's motivation, ability to work independently, powers of analysis and expression. If the referee believes the applicant's performance does not reflect their ability, due to educational context and/or special circumstances, the applicant should complete an extenuating circumstances form at bristol.ac.uk/applicants/applied/extenuating-circumstances/. We are unable to consider extenuating circumstances without this form.

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. Where this is not possible, a non-academic reference should confirm the relevant experience of the applicant as well as mathematical and problem-solving capabilities. It should indicate the potential of the applicant for study at degree level.

It should give evidence of the applicant's commitment to academic study and contributions to school life. Our selectors will want to consider the accuracy and consistency of the predicted grades in the light of previous achievements, evidence of effort and a positive attitude towards studies.

Assessment of the reference will be included within the assessment of the personal statement.

2.5. Interview

Not applicable.

2.6. Mature applicants

We welcome applications from mature students. Where applicants may not have the educational qualifications to support their application, industrial and self-taught experience will be taken into consideration.

2.7. International applicants

International applicants will be subject to the criteria as detailed here:

bristol.ac.uk/international/countries

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

While we do accept foundation programmes please be aware that they are designed for applicants who have not been able to take the correct level of qualification in their home country. Therefore, we do not consider applicants who are taking a foundation programme and have previously completed A-levels or equivalent qualifications that do not meet our entry grade requirements, except in exceptional circumstances.

2.8. 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 bristol.ac.uk/ug-language-requirements.

2.9. Contextual information

We take a holistic approach to assessing all applications, ensuring that an applicant's educational and social contexts are taken into consideration, where supported by clear evidence that this may have adversely affected academic performance. 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.

Applicants may be eligible for a contextual offer if they are currently applying from (or in the 15/16 academic year were in full-time education in) a school ranked in the bottom 40 per cent in any of the following categories for the: 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 during the scoring process; 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.

To be eligible for a contextual offer, applicants currently attending school must apply from a school in the list below:

[2016 cycle list here](#)

Applicants not currently attending school must have been in full-time education in one of the following schools in the academic year 15/16:

[2015 cycle list here](#)

Please note that we use the "applying from" school code or the education history listed on the UCAS form to determine an applicant's eligibility for a contextual offer. It is the applicant's responsibility to ensure these are correct.

The University reviews its definition of educational disadvantage 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 (eg independent school, comprehensive school, academy) or an applicant's parents' experience of higher education.

3. Offers

3.1 Typical Offers

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

We may make lower 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](#).

3.2 Aspirational Offers

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.

4. Other

4.1. Deferred applications

We welcome applications for deferred entry (ie 2017). We will follow the same process when considering applications for deferred entry.

4.2. Resits

The Department of Civil Engineering will consider applicants who resit their qualifications.

4.3. Transfers

Applications from students seeking entry directly into year two will be considered on an individual basis. We would usually look for the successful completion of the first year of a similar degree. In these cases, transcripts and other relevant information will be required.

4.4. Extenuating Circumstances

If your education has been significantly disrupted through health or personal problems, disability or specific difficulties with schooling you will need to submit an extenuating circumstances form (available at bristol.ac.uk/applicants/applied/extenuating-circumstances/) to Undergraduate Admissions.

The information provided on the form will be treated confidentially, and will help us to accurately assess your academic performance in light of your situation.

4.5. Policies

All applications are considered in line with our [Admissions policies and procedures](#).

We are committed to the provision of high quality, fair and transparent admissions procedures for all our applicants. We recognise, however, that there may be occasions when applicants believe that they have cause for complaint. At this point applicants should follow our [Applicant feedback and complaints procedures](#).

Should an applicant believe that University admissions principles and procedures have been inconsistently or incorrectly applied, these complaints procedures provide a mechanism for objective review.

4.6. 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 narrowly missed.

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 in August after publication of A-level results. International offer holders may be reconsidered earlier depending when their exam results are released.

4.7. Contacts for enquiries

Any enquiries should be addressed to our Enquiries team: choosebristol-ug@bristol.ac.uk or +44 (0)117 394 1640.