

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:

Diploma in Dental Hygiene

Admissions process

1. Admissions team

A professional selection team of Tutor Dental Hygienists, working in close cooperation with the admissions tutor, will be responsible for the selection process for the Dental Hygiene programme.

2. Application assessment methods

All applications are considered on an equal basis and the selection process is the same for UK/EU and overseas applicants. All candidates who are selected for interview must attend in order to be considered. Forms are not segregated by type of educational institution attended. Typical offers are reviewed annually.

The School is committed to principles of professionalism, patient care and integrity and incorporates these into its admissions processes. For further information you are encouraged to refer to:

Guiding Principles for the Admission of Dental Schools, available from:

<http://www.dentalschoolscouncil.ac.uk/documents/DSCAdmissionsPrinciplesFeb2012.pdf>

All applications must be submitted directly to the DCP (Dental Care Professionals) School by the 14th December each year. Late applications are not considered.

The forms are processed as quickly and efficiently as possible following receipt by the School. Applications which do not meet the entry criteria will not be considered and will be returned to the applicant.

From the applications received, approximately 50 candidates will be selected for interview. From these, 8 candidates will receive an offer.

All forms are considered by the admissions team who consider the personal statement, qualifications and academic reference for evidence of:

- Academic achievements and grades
- Interest, motivation and commitment to dentistry as evidenced in the personal statement
- Amount and variety of dental work experience; where possible this should be within various fields of dentistry.
- Extracurricular interests including sporting, musical and other personal achievements
- Evidence of teamwork and leadership.
- Demonstration of voluntary, charitable and/or mentoring activities.
- Paid or unpaid work

All applications are assessed on the academic record and the personal statement. As long as all academic requirements are met, selection for interview is based solely on the Personal Statement.

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

3. Interview or visit day

Applicants will be assessed using a combination of interview stations. This has proven to be objective and efficient. Candidates will be assessed at a minimum of 5 different “stations” on different aspects of the skills and knowledge required to be a successful student dental hygienist.

The Dental Admissions Team will give a briefing on the day to applicants attending the assessment process. Candidates will also receive a tour of the dental hospital and school.

Extra time in assessments:

If you are invited to interview and you are usually entitled to extra time in assessments due to a disability (such as dyslexia), and you wish to be given extra time, you **MUST**:

- Declare your disability on your application form
- Contact the admissions team at the DCP School to advise them that you wish to be granted extra time, and explain the reason for this, at least 2 weeks before your interview date.

- Provide hard-copy documentary evidence of your entitlement to extra time in assessments, to be received by the Admissions Team at least one week before your interview date.

If you do not complete all of these steps exactly as specified above we will not be able to provide you with extra time in the assessment process.

If you successfully complete the above you will be given 25% extra time to complete each station of the process.

After interview

Candidates' performance at the interview stations will be scored by assessors and ranked by the Admissions Team. Those candidates with the strongest overall performance will receive offers.

4. Correspondence with applicants

All applicants will be contacted within 4 weeks of receipt of application, to confirm receipt of application.

5. Deferred applications

This course does not accept deferred applications

Criteria for assessing applicants

1. Academic entry requirements

Academic entry requirements for standard qualifications (A-level, SQA, IB, Access, BTEC, Welsh Bacc, 14-19 Diploma, GCSEs) can be found in the online Dental Hygiene Prospectus:

<http://www.bris.ac.uk/study/undergraduate/2015/dental-hygiene/dip-dental-hygiene/>

Other qualifications, including international qualifications, will be considered on their individual merits; further information is available at:

<http://www.bristol.ac.uk/international/study-at-bristol/how-to-apply/country-specific/>

2. Additional academic criteria

A levels:

Preference is given to applicants who have taken these examinations during the same two year exam period.

Non-traditional entry

In line with the Faculty's Widening Participation Strategy entry qualifications other than A levels may be considered. Please see Entry Data.

Re-sit Candidates:

Applications may be considered, *in exceptional circumstances*, from candidates who had been interviewed previously but were unsuccessful. A further application must be made to the Admissions Team and the candidate will go through the selection and interview process just as any other candidate. Any candidate who has been interviewed on 2 previous occasions will not be considered for a third interview.

3. Personal statement criteria

You are expected to show in your personal statement that you have made a significant effort to find out what it would be like to work in a general dental practice, and should refer to your dental work experience. Ideally you will have carried out work experience in various fields of dentistry, such as a general practice, a hospital, a dental laboratory, or community service.

Good communication skills are essential. Can you explain complex information simply and coherently? Dental Hygienists work closely with patients and must develop a high standard of professional responsibility. You should show that you are a reliable and conscientious person. You will need to be interested in people and their welfare. Can you reassure people and put them at their ease?

Being able to work with your hands is very important. Do you play a musical instrument, do any art or crafts, make models or do your own car or bike maintenance?

You will need to have a logical mind, so that you will be able to formulate questions and solve problems. You will need to be self-motivated. Can you set your own goals and show independence of thought?

You will also need to be able to work well in a team. Dental Hygienists work with a group of other people, for example, dentists and dental specialists, dental nurses, dental therapists, dental technicians, and reception and administration staff.

We are also interested to hear about your extra-curricular activities, and general interests. How do you contribute to your school or community? What do you do to relax?

4. Reference criteria

Referees should note that the reference will be used as part of the assessment process following interview. It would also be useful to have comments on the

suitability of a candidate for a career in dental hygiene, their ability to communicate and work well with others, timekeeping skills, and evidence of dexterity.

5. Additional Tests

Not applicable

6. Interview

See Interview or Visit Day, section 3, above

7. Mature applicants

Mature students should show evidence of recent study to a high level of achievement.

8. International applicants

Qualifications as for UK/EU applicants **plus** English language requirements where English is not the first language. English Language requirements can be found in the UG Prospectus:

<http://www.bristol.ac.uk/prospectus/undergraduate/2015/sections/XDEN/386/admissions> and at: <http://www.bris.ac.uk/university/governance/policies/admissions-english-lang-reqs.html>

Overseas applicants (from outside of the EU) should be aware that they are required to have work permits if they wish to work in the UK, following qualification. For this they will need a work permit for a specific job. Applications for permits can only be made by British-based employers on behalf of the person they wish to employ. There is no provision within the current arrangements for individuals to apply on their own behalf. See: <http://www.nhscareers.nhs.uk/explore-by-who-you-are/international-healthcare-professionals/information-for-dentists/> for further information.

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

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

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 can be found in the Undergraduate Prospectus and at: www.bristol.ac.uk/ug-language-requirements

The specific IELTS standard required for this programme can be found in our online prospectus:

<http://www.bris.ac.uk/study/undergraduate>

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 is provided in the UCAS application. Such applications will have one grade lifted for their academic score: e.g. an AAB applicant will be awarded the same academic score as an AAA applicant. Applicants still need to satisfy specific subject requirements.

We also consider evidence of clear motivation to study. This may include attendance at a University summer school, a targeted Access Scheme (such as Access to Bristol or Realising Opportunities), or participation in other higher education outreach activities.

We do not take the following into consideration when making admissions decisions: the school type attended by an applicant, 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 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.

Other

1. Transfers

Requests for transfers into the DCP School at Bristol are not considered.

2. Additional information

Criminal Records Check

All dental hygiene students are required to undergo a Criminal Records Bureau (CRB) check, in line with most applicants for health-related programmes in the United Kingdom.

Health

Certain health conditions may be incompatible with some careers in dentistry. You will be required to complete a health assessment questionnaire and undergo screening for blood borne viruses, pre-course. The health assessment and blood tests are to identify the few whose health status may place them and/or future patients at risk. If you require advice; please write to the Admissions Team or University Hospitals Bristol Foundation Trust Occupational Health Service. You should be aware that students are taught in mixed-sex groups and may form clinical partnerships with students of the opposite gender. Students are required to abide by the School's dress code which ensures infection control policies are followed.

Applicants with a disability:

It is the responsibility of the Dental School to ensure that students accepted on the course are able to complete the training and achieve the competencies required by the General Dental Council (GDC) for full registration on completion of the diploma programme. The Dental School must consult the GDC if there is doubt and if it proposes a modification of experience to achieve the competencies. A clear plan to enable a disabled student to achieve competency must be agreed before the student enters the course. Not all disabilities limit the experience of the dental hygienist in training in this way, but applicants should disclose any disability on their application forms and be prepared to release their medical details, in order for us to assess the situation. Failure to disclose a disability which might impinge upon a candidate's capacity to ultimately carry out their required duties in full will be considered unprofessional. This could put at risk their fitness to practise and might jeopardise their place on the DCP programme.

The procedure for dealing with Health and/ or disability Issues are set out below:

- i) Applicants who are selected for interview using the University's admissions criteria for interview (as described above) will be invited, irrespective of health issue/disability they have declared. During the admissions interview, the applicant's disability will not be considered or discussed, except in the case of dyslexia applicants who have applied for extra time (see above for details).
- ii) If, following the interview, it is agreed that the applicant should be offered a place on the programme; the applicant will be made an offer and sent a pre-course questionnaire to complete and return to the Occupational Health Service. Applicants with a specific learning disability will be advised to contact Disability Services.

iii) The Occupational Health Service will be responsible for assessing the health questionnaire according to recognised clinical and professional standards. The Occupational Health Adviser or physician will forward their report to the Director of the DCP School who will present it, if necessary, to the Disability and Health Panel for the consideration of any health issues which could impact fitness to practice.

iv) For applicants with a specific learning difficulty, any concerns identified by the Disability Unit in relation to student support and alternative arrangements and/or any

Contacts for enquiries

Any enquiries should be addressed to Donna Parkin: donna.parkin@uhbristol.nhs.uk or +44 (0)117 342 4136.