

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 Mechanical Engineering (H300)

MEng Mechanical Engineering with Study in Continental Europe (H301)

BEng Mechanical Engineering (H305)

MEng Mechanical Engineering with Study Abroad (entry by transfer)

In the first year of study, students at Bristol can usually transfer from one Mechanical Engineering degree to another; therefore, you should not apply for more than one Mechanical Engineering course at Bristol. If you are unsure about which degree you would like to follow, then you are advised to apply in the first instance for MEng Mechanical Engineering (H300).

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 by the January deadline set by UCAS are guaranteed equal consideration.

All applications are allocated scores based on the academic record and/or predicted grades, and the personal statement and reference. The weighting is as follows:

- GCSEs: 40%
- A-level (or equivalent): 50%
- Personal statement and Reference: 10%

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.

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 held from November to March. The visit is to allow applicants to find out more about our course content and the University, and for applicants to ask questions about any aspect of the degree courses on offer. If an applicant is invited to attend a visit day then we would encourage them to attend even if they have previously attended one of the University-wide open days, as 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.

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](#).

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.

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

Those who are applying to study in Continental Europe (H301) are usually expected to achieve an appropriate language qualification such as a GCSE grade A (or equivalent) in a European language, or to have evidence of substantial other language experience.

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

Personal Statements are assessed using the following criteria:

- Enthusiasm for the subject;
- Evidence of academic excellence and aptitude for the subject;
- Evidence of relevant extra-curricular activity or work experience related to engineering;
- Indication of career aims within engineering;
- Evidence of achievement, both academic and non-academic.

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. Interviews

The department does not usually interview applicants for Mechanical Engineering apart from in the following circumstances:

- to clarify issues that may not be clear from the application;
- mature applicants who have been away from education for some time and whose qualifications provide a poor guide to academic ability (see below);
- applicants whose qualifications cannot be exactly equated to A-levels e.g. BTEC or Access to HE Diploma.

The interview panel will consist of two or three members. At least one of the interviewers will be trained in fair and effective recruitment techniques and all interviews are undertaken in accordance with the University's policy on equal opportunities.

We would only require applicants to undertake tests or written assessments as part of a formal interview. If you are invited to a formal interview, you may also be asked to complete a test of a mathematical nature.

2.6. Mature applicants

Mature applicants are encouraged to email the Admissions Team before submitting an application, in order to discuss their suitability for the course. We treat each case individually; however, we need to ensure that the applicant's qualifications prepare them for the rigours of full-time study, perhaps after a gap of several years. Recent qualifications, especially in mathematical subjects, are a definite advantage when applying. We will also take note of any relevant experience, and evidence of responsibility and commitment to study.

Mature applicants may be called to interview (see **2.5. Interviews** above).

The criteria for assessing interview performance for mature applicants may include:

- Demonstrated interest in, suitability for, and commitment to the subject;
- Evidence of clear thinking and understanding, problem solving and analytical skills;
- Standard of spoken English;
- Appropriateness of the Bristol course in relation to the applicant's declared interests and aspirations;
- Non-academic achievement and/or experience, or extra-curricular interests, that indicate the likely contribution an applicant will make to the life of the University;
- Positions of responsibility held;
- Other relevant skills.

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; i.e. 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 (e.g. 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](#).

Due to the large number of over-qualified applications that we receive each year, we may make deferred offers to promising applicants that apply in the current cycle.

If you are not qualified or have an unsuitable academic background for the course to which you originally applied, we may offer you the opportunity to be considered for an alternative course in a related subject area. In such cases applicants will receive an email notification providing a list of the alternative options. Please note that receipt of this email does not guarantee an offer will be made.

4. Other

4.1. Deferred applications

We will consider applications for deferred entry (ie. for entry in 2017). 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.

4.2. Resits

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

4.3. Transfers

In the first year of study, students at Bristol can usually transfer from one Mechanical Engineering degree to another. If you are unsure about which degree you would like to follow, then you are advised to apply in the first instance for MEng Mechanical Engineering (H300).

Subject to progress in the first two years, some MEng students may be required to transfer to the BEng course.

Direct entry into the second or third year by students from other Universities or institutions cannot be considered for any of the Mechanical Engineering courses at Bristol.

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: Email: choosebristol-ug@bristol.ac.uk or +44 (0)117 928 8150.