

## Undergraduate admissions statement

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

**Year of admissions cycle:** 2017

### **Courses covered:**

BEng Engineering Mathematics (G162)

MEng Engineering Mathematics (G161)

MEng Engineering Mathematics with Study Abroad (G160)

## 1. Admissions process

### 1.1. Admissions team

Applications are assessed by a centralised team in close co-operation with School Recruitment and Admissions Officer(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.

All applications are allocated scores based on the academic record which forms 100 per cent of our assessment.

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

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 to whom an offer is likely to be made are invited to attend one of our pre-offer visit days. Applicants are given the choice of several alternative dates for the visit, usually between November and March.

The visit day provides an opportunity for applicants to see the department, meet members of staff and students, and gain a better understanding of the course. During the day there are presentations highlighting the uses of engineering mathematics, discussions with current students, and an informal interview with a member of academic staff. Although primarily designed to establish each applicant's suitability for the course, the interviewer will also look at other criteria which may include, but are not limited to:

- Demonstration of mathematical, analytical and technical skills;
- Evidence of clear thinking and understanding;

- Evidence of interest in and commitment to the subject;
- Non-Academic achievements and/or experience;
- Responses to challenges faced.

The academic does not make a selection decision. The informal interviews are used to provide a more comprehensive picture of each applicant for the admissions team. At all times, applicants are encouraged to ask questions about any aspect of the degree courses on offer.

The visit day is specifically tailored to prospective students and gives the admissions team an opportunity to clarify any issues that may not be clear in an application and inform their decision regarding details of a possible offer.

Please note, although there are other opportunities to visit the department, such as open days, offers are usually only made to applicants who visit as part of our programme of pre-offer visit days. We may still consider applicants who are unable to attend a visit days due to exceptional circumstances; in these cases the applicant should inform the Admissions Team as soon as possible.

#### **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 5 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](#).

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**

Although neither Physics nor Further Mathematics are required at A-Level, either or both may be useful for the transition from school/college to studying at degree level. We encourage applicants to take Further Mathematics at AS or A-Level (or equivalent) where possible. Those who would benefit from studying AS/A-Level Further Mathematics, but whose school/college cannot provide tuition, can access tuition through the [Further Mathematics Support Programme](#).

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 take a maths test at the University in the spring, which will examine similar content to A-level Maths core modules. Candidates will be expected to achieve A-level grade A standard in the test in order to have their applications progressed for further consideration by the selection team. Further information about the process can be found in the information published for [your course's visit day](#).

Please note that whilst we will do our best to accommodate all suitable maths test candidates, there are a limited number of dates available for the maths test and we cannot guarantee dates will be available if your application is received after the UCAS January 15th deadline.

## **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:

- Additional academic preparation or achievement beyond the A-Level (or equivalent) syllabus
- Mathematical/Computer Science activities outside the classroom
- Non-academic achievements and experience including positions of responsibility
- A good 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/](http://bristol.ac.uk/applicants/applied/extenuating-circumstances/). We are unable to consider extenuating circumstances without this form.

An applicant's reference 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 and give evidence of responsibility and commitment as well as mathematical and problem solving capabilities. It should indicate the potential of the applicant for study at degree level.

## **2.5. Interview**

Applicants who do not meet the standard entry criteria but for whom the course may be suitable will be invited to attend a more formal interview as part of the visit day. All interviews intended to select students are conducted by two people including a member of staff with training in fair and effective recruitment techniques and are undertaken in accordance with the University's policy on equal opportunities.

A decision will be made on your application after the visit day. This decision will take into consideration all aspects of the application (personal statement, reference and interview feedback).

## **2.6. Mature applicants**

The school welcomes mature applicants; evidence of recent study and examinations is expected. In some cases, mature applicants may be invited to a formal interview or to sit a maths test (see 2.2 Additional Academic Criteria and 2.5. Interview).

## **2.7. International applicants**

International applicants will be subject to the criteria as detailed here: [bristol.ac.uk/international/countries](http://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](http://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.

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 state 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 applies from a school which 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 two grades 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. Applicants not currently attending school must have been in full-time education in one of the following schools in the academic year 15/16:

### **[Contextual Offer Schools](#)**

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).

## **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 will consider applications for deferred entry. However deferred applications 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 Engineering Mathematics department will consider applicants who resit their qualifications.

### **4.3. Transfers**

Students enrolled on any engineering mathematics course at Bristol may transfer to any other engineering mathematics course, provided they meet certain requirements including the standard academic progress, course prerequisites and in some cases foreign language requirements.

For example, students enrolled on MEng Engineering Mathematics (G161) can transfer to MEng Engineering Mathematics with Study Abroad (G160) only if:

- They transfer before the deadline in year two
- They meet the academic requirement for transfer to G160
- They meet the language requirements of the country they wish to study in

Exceptionally, applicants from another University or institution may be admitted into year two of the degree. The requirements for entry into year two are clear demonstration of education and/or experience and skills that cover the majority of mathematics and engineering content taught in year one of the engineering mathematics course. This could be for example, if a student has already successfully completed a substantial part of an undergraduate degree in mathematics, engineering or science elsewhere. Such decisions are entirely at the discretion of the department.

### **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/](http://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](mailto:choosebristol-ug@bristol.ac.uk) or +44 (0)117 394 1640.

**n.b:** Amendment made to point 2.2 of this admissions statement on 22 December 2016 to update link to applicants' web pages only.