

## 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:**

MArts Anthropology with Innovation (XD50)  
MEng Computer Science with Innovation (G404)  
MEng Electrical and Electronic Engineering with Innovation (H604)  
MArts Film and Television with Innovation (4M50)  
MSci Geography with Innovation (F805)  
MArts History with Innovation (V104)  
MSci Management with Innovation (N204)  
MArts Music with Innovation (W304)  
MSci Physics with Innovation (F306)  
MSci Psychology with Innovation (C804)  
MArts Theatre with Innovation (2Q50)

## 1. Admissions process

### 1.1. Admissions team

Applications are assessed by a centralised team in close co-operation with the 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 for Innovation courses are assessed initially in relation to the chosen subject specialism's selection criteria so the relevant subject admissions statement should also be consulted. For example if you are interested in applying for MArts History with Innovation please refer to History's admissions statement for details on their selection criteria.

Following initial assessment, applicants will be contacted and asked to complete an additional task that will allow us to assess applicants' creative and/or entrepreneurial skills/experience. Further information about the process will be available in autumn 2016 on our applicants' website.

We will 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

All UK candidates who receive an offer are strongly encouraged to attend one of our visit days. Applicants are given an opportunity learn more about the degree, and to view the departments, the wider University and the city of Bristol. Applicants are normally given a choice of dates to attend a visit day. We do not normally expect international applicants to attend a visit day unless they are resident in the UK (for instance, at school here) however they are encouraged to attend wherever 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 unsuccessful, or to invite them to complete an additional assessment, the [Innovation Pitch](#).

Following the assessment of their pitch, applicants will be contacted to let them know if they have 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. Successful applicants will be invited notified through UCAS and invited to a Visit Day.

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**

A-level subjects General Studies or Critical Thinking are not counted as part of offers.

All applicants applying to Computer Science and Electrical and Electronic Engineering Innovation programmes 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 to Computer Science and Electrical and Electronic Engineering Innovation programmes 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**

All applications for Innovation courses are also assessed in relation to the chosen subject specialism's selection criteria, so the relevant subject admissions statement should also be consulted with regards to personal statement criteria.

Once applicants have met the chosen specialism's selection criteria they will be assessed on the innovation criteria where we will look for an enthusiasm for entrepreneurship, design and/or innovation, extracurricular activities and a passion to make a difference/ change the world within your personal statement.

## **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.

All applications for Innovation courses are also assessed in relation to the chosen subject specialism's selection criteria so the relevant subject admissions statement should also be consulted with regards to reference criteria.

## **2.5. Interview**

Interviews are not usually part of our selection process. However, we may 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 programme, and whether the course is appropriate to the applicant's interests and aspirations. Attending an interview also provides applicants with the opportunity to ask questions and to meet staff.

Interview days typically take place in March and decisions are then made based on a combination of the application 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 by two members of staff, at least one of whom is trained in fair and effective recruitment techniques and are undertaken in accordance with the University's policy on equal opportunities.

The principle assessment criteria are an applicant's interest in and commitment to the subject, his/her capacity for clear thinking and understanding and evidence of creative and team-working skills.

## **2.6. Mature applicants**

We welcome applications from mature students. 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 and innovation pitch only.

We would usually only interview mature applicants who meet our entry requirements with qualifications achieved over five years ago, and/or have only returned to education within the last six months prior to application, or those who do not meet our published entry requirements but who 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 **2.5. Interview** above.

Mature students who do not meet our standard entry requirements and who cannot demonstrate recent study or relevant employment history or life experience will usually be advised to gain some academic experience before reapplying. Applicants in this position should consider taking a Foundation Year programme or OU foundation year module, an access course, A-level or equivalent.

## **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.

## **4. Other**

### **4.1. Deferred applications**

Applications for deferred entry will not be considered before or after the application has been submitted. This is due to the small number of places available.

### **4.2. Resits**

All applications for Innovation courses are also assessed in relation to the other subject's selection criteria so the other relevant admissions statement should also be consulted.

### **4.3. Transfers**

Transfers may only be considered if there are places available on the courses after confirmation of A-level results/end of August and will be considered on a case-by-case basis.

### **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 from [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 3941626.