

## 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:**

LLB Law (M100)

LLB Law and French (MR11)

LLB Law and German (MR12)

LLB Law and Spanish (MR13)

LLB Law with Study in Continental Europe (entry by transfer from M100)

LLB Law with Study Abroad (entry by transfer from M100)

## 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

We consider all applications on an equal basis. We do not segregate applications by the type of educational institution attended.

We guarantee all applications that are received on time (in accordance with UCAS deadlines) equal consideration.

The weighting for our assessment is as follows:

- A-level (or equivalent): 40%
- GCSEs : 20%
- Personal statement: 15%
- Additional test (LNAT): 25%

We do not discriminate on the grounds of race, ethnicity, nationality, gender, sexuality, religion, disability, or age.

### 1.3. Interview or visit day

If you are successful, we will invite you to attend a visit day, but attendance is not obligatory.

### 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.

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

In order to ensure that applications are assessed fairly and that the particular circumstances of each individual applicant are taken into account, members of the Admissions team score applications using the following weightings to make up the overall scoring:

- A-level grades achieved/predicted in the three best A-levels (or equivalent): 40%
- GCSEs at grade C or above: 20%
- Personal statement and reference: 15%
- National Admissions Test for Law (LNAT): 25%.

**All A-level subjects are acceptable**, with the exception of General Studies and Critical Thinking. No A-level subject is considered any more or less important than any other. A-level Law is acceptable, but does not confer any advantage in the admissions process.

**The Law School requires applicants to take three A-levels in one two-year sitting.** You are allowed to resit individual modules within each A-level, as long as you complete three A-levels within two years. The Law School does not accept resits of the entire A-level or the final A-level examination, unless there are exceptional circumstances (see 4.2 Resits below).

**Applicants for LLB Law and French (MR11), LLB Law and German (MR12) and LLB Law and Spanish (MR13)** require an A-level (or equivalent) at grade A in the relevant language. Applicants who are not successful for MR11, MR12 and MR13 may, where appropriate, be considered for LLB Law (M100).

**All applicants seeking admission for all undergraduate Law degrees must sit the National Admissions Test for Law (LNAT).** There are two sections to the test: a multiple choice section and an essay writing section. The results help us to differentiate between our many excellent applicants. Full details relating to the LNAT, and the deadlines for taking the test, are available on the [LNAT website](#)

### **2.3. Personal statement criteria**

Given the very large number of applications we receive each year for Law from applicants who have achieved or are predicted to achieve high grades, we necessarily place substantial emphasis upon the quality of the personal statement. We look for:

- Demonstrated interest in, suitability for, and commitment to Law;
- Evidence of analytical skills and independent thinking;
- Evidence of effective communication skills;
- Non-academic achievement and/or experience, or extra-curricular interests (which could include sport, arts, drama, music, paid or voluntary work), which indicate the likely contribution an applicant will make to the life of the University.
- Evidence of academic potential and performance not reflected in the qualification scoring system.

Our mission is to identify and attract those applicants who satisfy all the criteria outlined above, and whose academic and intellectual interests and potential are relevant to our methods of teaching and areas of expertise at the University of Bristol.

### **2.4. Reference criteria**

References should ideally be from the applicant's last school or college and from a personal tutor or teacher confirming the academic potential of the applicant to study Law at degree level. Assessors will want to consider the accuracy and consistency of the predicted grades in the light of previous achievement, evidence of effort and a positive attitude towards studies.

Where this is not possible (typically in the case of a mature applicant), a non-academic reference should confirm the relevant experience of the applicant. It should still indicate the potential of the applicant for study at degree level.

If the referee believes the applicant's performance does not reflect their true 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 any extenuating circumstances without this form.

## 2.5. Interviews

The Law School only interviews suitable mature applicants as described in **2.6. Mature applicants** below.

## 2.6. Mature applicants

We may interview suitable mature applicants. The purpose of the interview is for applicants to ensure that they are prepared for University level study. All interviews are conducted by two people, with at least one trained in fair and effective recruitment, and are undertaken in accordance with the University's policy on equal opportunities.

The criteria for assessing interview performance may include, for example:

- 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.

Mature applicants are expected to have **evidence of recent study and examinations** taken within the last 3 years.

All applicants seeking admission for all undergraduate Law degrees at Bristol must sit the **National Admissions Test for Law (LNAT)**. Full details relating to the LNAT, and the deadlines for taking the test, are available on the [LNAT website](#).

Please also see **4.4. Extenuating Circumstances** below.

## 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](#). See 2.9 Contextual Offers above.

### 3.2 Aspirational Offers

We recognise that some applicants may achieve higher grades than predicted, and so we may also consider applicants who are predicted to achieve one grade below the entry requirements. Any offer made would be at the standard level required for Law.

### 3.3 Alternative Offers

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.

## 4. Other

### 4.1. Deferred applications

We will consider applications for deferred entry (ie 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 Law School requires applicants to take three A-levels in one two-year sitting.**

Applicants may resit individual modules within each A-level, but would usually be required to complete three A-levels in one sitting within the normal two year period. An exception to that general rule would be if you had started one set of A-levels, then at some point decided to stop those and start three different ones.

The Law School does **not** accept resits of an entire A-level or the final A-level examination, unless there are exceptional circumstances (see 4.4 Extenuating Circumstances below). Please contact the Admissions Office if you require further information or guidance.

### 4.3. Transfers

The Law School supports the general principle that University of Bristol students can transfer between degrees but they have no automatic right to do so. Transfer applicants will be assessed for transfer both on their academic merits and also against the balance of teaching resources and commitments at the time of application.

The Law School does not accept transfers into year two or three of any Law course. All applications will only be considered for entry into year one. This includes those wishing to transfer from another institution or university.

### 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 39 41638.