

## Undergraduate Admissions Statement

This statement should be read in conjunction with the University's Admissions Principles and Procedures:

<http://www.bristol.ac.uk/study/undergraduate/after-you-apply/policies/2018/>



Year of Admissions cycle:

2018

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)

MEng Mechanical Engineering with Year in Industry (entry by transfer)

### 1. Course specific:

#### 1.1 Admissions process

Applications are scored and ranked based on their academic record, according to their achieved or predicted results with the following weightings:

GCSE 40% | A-level 60%

#### 1.2 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.

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 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 (<http://www.bristol.ac.uk/study/undergraduate/after-you-apply/interviews/>).

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.

### 1.3 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:

- Evidence of clear thinking and understanding;
- Problem-solving, analytical and practical skills;
- Appropriateness of chosen University course to declared interests and aspirations;
- Non-academic achievement / experience, extra-curricular activities, positions of responsibility;
- Relevant work experience;
- Relevant reading / research beyond A-level syllabus;
- A good overall standard of written English with clear expression, construction and argument.

### 1.4 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.

### 1.5 Mature applicants

For mature applicants, evidence of recent study and examinations is expected within the last 2 years.

### 1.6 Aspirational offers

Due to the competitive nature of these courses, we can only consider applicants that are predicted to achieve (or have already achieved) our entry requirements in full.

### 1.7 Alternative offers

If applicants are not qualified or have an unsuitable academic background for the course to which they originally applied, we may offer 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.

### 1.8 Deferred applications

Deferred applications (ie. applying in 2017/18 for 2019 entry) are accepted.

### 1.9 Resits

The department will consider applicants who resit their qualifications.

### 1.10 Transfers

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).

Applicants who wish to study on our MEng Mechanical Engineering with Study Abroad or MEng Mechanical Engineering with Year in Industry courses should apply for H300 or H305 in the first instance and can apply to transfer during year two of their course, provided the required conditions are met.

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.

## 2. General

### 2.1 Admissions team

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

### 2.2 Admissions process

When assessing an application the admissions team will consider whether the applicant's academic potential is such that it is likely they would be successful on the degree. The admissions team takes into account a wide variety of factors which include, but are not limited to, actual academic performance to date and predicted results for qualifications currently being studied.

Because of the very high number of applications we receive, and to ensure that all those applying on time are treated fairly, some applications may be held until May before a decision is made.

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

All applications received are considered on an equal basis. Applications that are received before the January deadline set by UCAS are guaranteed equal consideration.

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

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 the applicant is currently taking. Predicted grades can only come from a 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 the applicant is studying.
- If predicted grades are not available, then we will accept a transcript showing the results of a previous year's courses or examinations.

### 2.3 Visit day

All UK candidates who receive an offer are invited to attend one of our visit days. Applicants are given an opportunity learn more about the degree, and to view the Faculty, the wider University and the city of Bristol. Applicants are normally given a choice of dates to attend a visit day.

Information about the visit days can be found on our web page:

<http://www.bristol.ac.uk/study/undergraduate/visits/>

### 2.4 Correspondence with applicants

All correspondence relating to an applicant's status will be sent by email.

All applications are acknowledged by email on receipt 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.

For applications that are submitted by 15 January, the final deadline by which applicants will receive a decision is 3 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.

## 2.5 Academic entry requirements

Academic entry requirements for standard qualifications (A-level, SQA, IB, Access, BTEC, Welsh Bac, GCSEs) can be found in the undergraduate course finder:

<http://www.bristol.ac.uk/study/undergraduate/search/>

Other qualifications, including international qualifications, will be considered on an individual basis.

All applications must be submitted through UCAS or Common Application; we cannot consider any direct applications.

A-level General Studies and Critical Thinking are not considered towards offers or academic assessment.

We assess applications on predicted and/or achieved A-Level grades (or equivalent). We do not assess AS-level grades.

## 2.6 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, they should advise the applicant to complete an extenuating circumstances form (see 2.11 Extenuating Circumstances)

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.

The reference will be included in the assessment of the personal statement, with the following taken into account:

- predictions of examination results (and, where the qualifications are unusual, an explanation of their meaning);
- an overall assessment of the applicant, in particular their suitability for further study;
- a discussion of earlier exam results, especially if they were influenced by personal or medical circumstances (and are therefore a poor guide to ability);
- discussion of the applicant's intellectual curiosity, interests and suitability for the subject;
- discussion of the applicant's other interests.

## 2.7 International applicants

International applicants will be subject to the criteria as detailed on our International web page: <http://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.

## 2.8 English language requirements

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 on our English Language web page:

<http://www.bristol.ac.uk/study/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.

To be eligible for a contextual offer, applicants must meet the criteria set out on our web page: <http://www.bristol.ac.uk/study/undergraduate/entry-requirements-qualifications/contextual-offers/>

Further information about contextual offers can be found in the University's Admissions Principles and Procedures for Undergraduate Courses.

## 2.10 Typical offers

Typical offers for A-levels and other UK qualifications can be found in the entry data in the undergraduate course finder: <http://www.bristol.ac.uk/study/undergraduate/search/>  
Offers to applicants with non-standard qualifications will be made equivalent to the published A-level offer.

## 2.11 Extenuating circumstances

If an applicant's education has been significantly disrupted through health or personal problems, disability or specific difficulties with schooling they will need to submit an extenuating circumstances form to Undergraduate Admissions:

<http://www.bristol.ac.uk/study/undergraduate/after-you-apply/your-application/extenuating-circumstances/>

The information provided on the form will be treated confidentially, and will help us to assess fairly academic performance in light of the situation.

## 2.12 Policies

All applications are considered in line with our Admissions policies and procedures:

<http://www.bristol.ac.uk/study/undergraduate/after-you-apply/policies/2018/>

We are committed to the implementation 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.

### 2.13 Additional information

The University can only guarantee places if the exact terms of the offer are met; however offer holders will not automatically be unsuccessful if the terms of the offer are narrowly missed.

If offer holders do not meet the terms of their offers when exam results are released they may be considered as 'near miss candidates'. 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.

### 2.14 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 1649.