

## 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/2019/>



Year of Admissions cycle  
2019

### Courses covered

International Foundation Programme:

- Social Sciences and Law
- Science, Technology, Engineering and Mathematics
- Arts and Humanities

### 1. Admissions process

All applications are considered on an equal basis.

Applicants are asked to complete an application online (available on the CELFS website) and attach the supporting documents required (SELT, high school graduation certificate and transcript, passport). Some students may also be required to write a personal statement.

All forms are considered by the CELFS admissions team who assess the application for evidence of academic achievement and potential.

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

### 2. Academic criteria

Entry requirements, including English language requirements, are listed on our website:

<http://www.bristol.ac.uk/english-language/ifp/requirements.html>

SELT must be valid (less than 2 years old).

When applying, applicants are required to specify the undergraduate degree they would like to apply to after completing the International Foundation Programme. This information will be used in order to make an appropriate offer for the IFP, which may include specified subjects related to the applicant's preferred degree. For further information on specified subjects, email [celfs-ifp@bristol.ac.uk](mailto:celfs-ifp@bristol.ac.uk)

Please note that progression to an undergraduate degree is based on successful completion of the International Foundation Programme and meeting the entry requirements. The applicant's first choice of degree is not guaranteed.

Applicants who have studied three full A-levels, or equivalent, should apply directly to an undergraduate degree rather than the International Foundation Programme. For details of equivalent qualifications, see <http://www.bristol.ac.uk/international/countries>

### 3. Personal statement criteria

(if required)

- Academic background
- Reasons for choosing study in the UK
- Initial academic choices for future study

#### 4. Interviews

If more information is needed about an application in order to make a decision, then applicants may be required to perform a Skype interview pre-offer, as part of the selection process. Such interviews are conducted by two people, at least one of whom has been trained in fair and effective recruitment techniques, and are undertaken in accordance with the University's policy on equal opportunities.

Where an interview is required, the following criteria will be considered when assessing the interview performance:

- Academic achievement and potential
- Interest, motivation and commitment to the programme
- Communication skills

#### 5. Mature applicants

No additional qualifications are required; all applicants are treated the same. However, we may ask for information about what the applicant has been doing for the intervening years (this is to assess whether an applicant might be better applying directly for undergraduate studies).

#### 6. Deferred applications

Deferrals are allowed, but the application will be re-assessed the following year by the CELFS admissions team. The team will check requirements on behalf of the applicant and ensure the SELT and academic scores are valid (there is no admin fee).

#### 7. Resits

We will consider applications from students who have taken resits.

#### 8. Transfers

We would not normally consider a transfer request from one Foundation Programme within the UK to the University of Bristol International Foundation Programme.

#### 9. Admissions team

Applications are assessed by the CELFS admissions team.

#### 10. Admissions process

An application is received by CELFS electronically, and receipt is confirmed by email. It may take up to 10 working days to reach a decision. Once a decision has been made, the applicant will be informed by email. If the applicant decides to accept an offer, then they are encouraged to do so by email, and provide any required supporting documents as soon as they are available. CELFS will email the applicant regarding the deposit payment. For unconditional offer holders, CAS numbers will start to be produced in May.

#### 11. Correspondence with applicants

CELFS will correspond with applicants using the email address provided on the application form. If an applicant nominates an Agent, we will also send correspondence to the Agent. If the contact details change, we ask applicants to inform us by email: [celfs-ifp@bristol.ac.uk](mailto:celfs-ifp@bristol.ac.uk)

#### 12. International applicants

These courses are only available to international applicants.

#### 13. English language requirements

Please see section 2.

#### 14. Extenuating circumstances

We consider applications from students with extenuating circumstances. We ask applicants to complete the form found here: <http://www.bristol.ac.uk/study/undergraduate/after-you-apply/your-application/extenuating-circumstances/>

Applicants for the International Foundation Programme should email the completed form to [celfs-ifp@bristol.ac.uk](mailto:celfs-ifp@bristol.ac.uk) rather than the email address found on the above page.

#### 15. Policies

All applications are considered in line with our Admissions policies and procedures: <http://www.bristol.ac.uk/study/undergraduate/after-you-apply/policies/2019/>

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.

#### 16. Deposits

International self-funded students are required to pay a deposit of £1,000 by the deadline stated on the offer letter.

The deposit is non-transferable and is only refundable under the circumstances outlined in the International Deposits Refund Policy which is available at: <http://www.bristol.ac.uk/english-language/study/fees/refunds/>

#### 17. Additional information

If information about entry requirements is unavailable for an applicant's country, please email CELFS: [celfs-ifp@bristol.ac.uk](mailto:celfs-ifp@bristol.ac.uk)

#### 18. Contacts for enquiries

Any enquiries should be addressed to [celfs-ifp@bristol.ac.uk](mailto:celfs-ifp@bristol.ac.uk) or +44 (0)117 33 18619