

# PGCE Education (Secondary)

## Programmes covered

PGCE Education (Secondary)

Applicants should also refer to the relevant prospectus entry for further programme details.

This admissions statement should be read in association with the [University Admissions Principles and Procedures for Postgraduate Taught Programmes](#).

## Faculty

Faculty of Social Sciences and Law

## Admissions team and contact details

Student Services Office

Graduate School of Education

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Bristol BS8 1JA

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## Admissions cycle

2017

## Application process

### Online application

Applications should be submitted online at the UCAS Teacher Training website: [www.ucas.com/ucas/teacher-training/apply-and-track](http://www.ucas.com/ucas/teacher-training/apply-and-track). UCAS Teacher Training acts as the clearing house for admissions to Initial Teacher Education courses across the UK. Applications are welcome from all graduates and particularly those from groups currently under-represented in the teaching profession. There is a policy of equal opportunities in the selection process and all other aspects of the programme. Applications can be made from November and throughout the year. Universities and colleges will begin to consider candidates from November. Early application is advised in view of the demand for places in most subjects. If a candidate has a specific reason for applying for the course in Bristol it should be given on the application form.

Applicants should complete the online application form, uploading all required documents directly into the application form. Guidance on uploading documents can be found in the [How to Apply FAQs](#).

Applicants should make every effort to choose the correct programme in the application form by reading the prospectus entry and admissions statements fully. Applicants should contact the relevant Admissions Team if clarification is required.

### Application Deadline

Given the externally regulated nature of this programme, the numbers of places available will change during the admissions cycle. The UCAS Teaching Training website will open and close for applications throughout the admissions cycle. Applicants are advised to check <http://www.bristol.ac.uk/education/study/initial-teacher-education/pgce-university/> for a table of the most up to date vacancy information.

## Required documents

All documents must be translated into English. Degree certificates and transcripts should be certified copies and list subjects taken and grades/degrees achieved. If your degree is not yet complete, please provide transcripts of subjects taken and marks achieved to date. All documents must be uploaded into the online application form unless otherwise noted. Applicants who have already submitted an application can upload additional documents into the 'Post-submission uploads' section. You can find information about how to upload documents to your application form in our [How to Apply FAQs](#).

Required documents for this programme are:

- Application via UCAS
- Two references, one of which must be academic if you have graduated within the last five years
- Personal statement
- Information relating to your secondary and higher education and the qualifications you've achieved so far or expect to achieve before the training programme begins
- List your school and work experience
- English language certificates if English is not your native language and your undergraduate degree was not in an English-speaking country (please see the English Language Requirements for a list of English-speaking countries).

A research statement is not required

## Interviews

Interviews are part of the admissions process.

## Correspondence with applicants

Applicants will normally receive communication via email to the email address used to set up their application form account. Applicants should ensure that this profile email address is kept up-to-date.

## Admissions criteria

### Academic entry requirements

Prior to admission to the course, all applicants are required to have: at least GCSE or O level at grade C or above (or international equivalent) in English and Mathematics; at least a lower second-class honours degree (or international equivalent) in a subject relevant to the proposed main teaching subject; passed the National College for Teaching and Leadership (NCTL) QTS Skills Tests in literacy and numeracy.

For information on international equivalent qualifications, please see our [International Office](#) website.

### English language criteria for non-native English speakers

For applicants whose first language is not English, it is necessary to achieve a minimum score in an approved English language test specified in Profile E of the [University's English Language Requirements Policy](#).

You can find information about the University of Bristol's Pre-Sessional English courses at the [Centre for English Language and Foundation Studies website](#).

### Reference criteria

Applicants should arrange for referees to provide electronic references, which can be submitted through the online application system. Non-electronic references should be on headed paper, with clear contact details and signed by the person who wrote it. Referees should be familiar with the applicant's academic work.

### Personal statement criteria

The personal statement should include your reasons for wanting to teach, evidence that you understand the rewards and challenges of teaching, details of your previous education and how you have benefited from it, experience of teaching (such as visits to schools, classroom observation or working as a teaching assistant), any

other work with young people (such as helping with a youth club, working at a summer camp or running a sports team), the range of relevant abilities and skills you can bring to teaching (eg practical experience, managing people, working with or leading a team, communication skills), any reasons why there may be restrictions on your geographical mobility, why you want to study in the UK if you don't currently live here, whether you have taken part in the School Experience Programme (SEP) or Primary Experience Programme (PEP) organised by the National College of School Leadership (formerly the Teaching Agency).

## Additional requirements

All students are required to undertake suitability to teach processes before starting the programme. Any offer is conditional on receiving a satisfactory Enhanced Disclosure from the Disclosure and Barring Service (DBS) and medical clearance from the University of Bristol.

## Selection process and offers

### Selection process

All applications are considered in accordance with the [University's policy on equality and diversity](#). The University of Bristol upholds the principles of equality and diversity, respect and dignity. Candidates are not discriminated against on the grounds of race, ethnicity, nationality, gender, sexuality, religion or belief, disability, health or age.

Initial sift of UCAS applications. If successful after initial sift, candidates will be invited to interview. Following the interview the candidate will either be made a formal offer via UCAS or rejected.

### Decisions

Applicants will be notified by email when a decision has been made and decision letters will be available to view and print by logging into their application.

If you are offered a place you will be asked to confirm online with UCAS Teacher Training. We ask you to consider this acceptance seriously as it is a formal undertaking to take up the place. Holding a place governs the offers that can be made to other applicants. The number of places is strictly limited and it is essential that the University fills its quota in each subject contracted with the National College for Teaching and Leadership (NCTL). If you withdraw your acceptance, particularly after July, you are likely to be denying an opportunity to other candidates and will almost certainly make it impossible for the University to fulfil its contract with the NCTL. Applicants should confirm acceptance by the deadline stated in the official offer letter.

All offers are subject to the verification of admission requirements.

If there is a deadline by which applicants must accept their offer of admission, this will be stated in the offer letter.

### Deferrals

If you are offered a place you will be expected to take it up in the next academic year. If you cannot take up a place in the next academic year, you must re-apply through UCAS Teacher Training.

### Deposits

A deposit is not required for this programme.

### ATAS

An ATAS certificate is not required.