Cabot Institute Masters by Research in Global Environmental Challenges

Programmes Covered

This admissions statement applies to the following programme:

Cabot Institute Masters by Research in Global Environmental Challenges

This admissions statement should be read in association with the University Admissions Principles and Procedures for Postgraduate Research Programmes.

Faculty

All Faculties participate in the programme, to include:

Faculty of Engineering,

Faculty of Social Sciences and Law,

Faculty of Science,

Faculty of Life Sciences,

Faculty of Health Sciences.

Admissions team and contact details

Your application will be handled by two teams within the University of Bristol in the order outlined below. Contact the Cabot Institute with any enquiries relating to the structure, benefits, training, or projects available on the programme, or indeed for advice on completing your application.

Once you have made the decision to apply, your application will first be viewed by the Faculty of Science Administration Office, who will check all necessary documents are present and that you have met the basic criteria for the programme.

The Cabot Institute will then contact your prospective supervisor and ask that they assess your application. Finally, if successful, you will be issued with a conditional/ unconditional offer by the Faculty of Science Administration Office.

Cabot Institute (central team)
Royal Fort House, University of Bristol, Bristol, BS8 1UJ
Telephone: +44 (0)117 428 2487
Website www.bristol.ac.uk/cabot/
Email: cabot-masters@bristol.ac.uk

Faculty of Science Administration Office
Royal Fort House, University of Bristol, Bristol, BS8 1UJ
Telephone: +44 (0) 117 39 41263
Website: www.bristol.ac.uk/science/contacts/
Email: science-pg-admissions@bristol.ac.uk

Admissions cycle

This Admissions Statement applies to applications submitted for entry to the programme between 1st February 2019 and 1st August 2019.

Application deadline

5 pm, 1st August 2019. Please note that early application is advised on this programme as places may be filled quickly. Early application is particularly advised for international students to ensure time for visa and other arrangements.

Admissions criteria

Academic requirements

To be considered for admission to this programme, applicants are required to hold/achieve a minimum of an upper second-class degree (or equivalent qualification) in a topic aligned to the research project against which they are applying.

For information on international equivalent qualifications, please see our International Office website.

English language requirements for non-native English speakers

For applicants whose first language is not English, and whose full undergraduate degree was not taught in an English-speaking country, it is necessary to hold/achieve a minimum score in an approved English language test as specified in Profile C of the University's English Language Requirements Policy.

Applicants do not need to have reached the required level of English language before submitting an application, however an English Language test must be submitted with the application in order for this to be reviewed. If necessary, English language will be included as a condition of offer.

Applicants have the option to undertake one of the University's Pre-sessional English courses. You can find information about the University of Bristol's Pre-Sessional English courses at the Centre for English Language and Foundation Studies website.

Application process

Online 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 guidance for online applications. Any paper documents received by post, or electronic documents received by email, will not be considered except in exceptional circumstances.

Documents to upload to online application form

The required documents for this programme are listed below. Applications may not be considered until all required documents have been uploaded to the application form.

Applicants who have already submitted an application can upload additional documents into the 'Post-submission uploads' section of the application form. Information about how to upload documents to an application form can be found in our guidance for online applications.

Required documents for this programme are:

1. **Two academic references (minimum):** References should be submitted electronically by the referee, using the online reference form. Alternatively, scanned copies of the original reference document(s) can be uploaded by the applicant.

   If you graduated more than two years ago, or if professional experience is relevant to the application, professional references will be accepted in lieu of one academic reference. At least one referee should be familiar with the applicant's academic work. References must be written, signed and dated on official letter headed paper from the referee's organisation. They must include the referee's full contact details, i.e. postal address, telephone number and organisation email address. A reference template is available to show the required format.

   References supplied with a personal contact email address will not be accepted unless under exceptional circumstances, which must be explained within the reference. All references must be dated within the last two years.

2. **Degree certificate(s)** from first and subsequent degrees. We require colour scans of original documents and certified translations of documents issued in any language other than English.

3. **Academic transcripts from first and subsequent degrees**. We require colour scans of original documents and certified translations of documents issued in any language other than English. Transcripts must list all subjects taken and grades achieved to date, with the grade scale clearly displayed in the transcript. Applicants must clearly state their current average grade in the online application form.

4. **Personal statement**: Personal statements should highlight 1) the motivation for applying for the programme; 2) experience and/or skills relevant to the research project/ challenge area applied for; 3) what skills/ experience/ interests you would hope to bring to the multi-disciplinary cohort.

5. **Research statement:** There are three routes of application into the Cabot Masters by Research: 1) apply for a project; 2) apply for a challenge area; or 3) propose your own research project. Options 2 and 3 require a research statement. You should use the research statement to define and situate your research within an academic context. With due regard for the primary audience/readership for postgraduate research (that is, the academic community), you should identify the following:

   1) the specific research question you are interested in posing;

2) why you feel this is important;

3) what research has been done in this field to date;

4) what is novel about the research you are proposing;

5) what methods/ approaches you would employ to answer the research question and why you have chosen this method;

6) a plan to outline how you would complete the project within the one year programme;

7) if and how you would plan to disseminate the outcomes of your research.

Please use the [template on our website](#) to upload the research statement. Applicants should contact the Cabot Institute via the details above if clarification is required.

6. **English language certificates** are required from applicants for whom English is not the native language and whose full undergraduate degree was not taught in an English-speaking country (please see the [English Language Requirements](#) for a list of English-speaking countries)

7. **Curriculum Vitae (CV):** CVs might include details of other relevant work experience and qualifications to support an application. Please do not include any school (pre-university) certificates, unless otherwise specified above.

Optional documents for this programme are:

- Additional References: Applicants are welcome to upload additional references to further support an application. Professional references from work experience in a related field and/or industrial placements can help an application.

Correspondence with applicants

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

Selection process

Assessment of applications

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.

Once a complete application has been submitted with all required supporting documents, it is considered by the nominated supervisors and an internal admissions committee, which may comprise several members of staff. Decisions are made on the basis of all the available information, including the written application, references and interview performance if applicable.

Each applicant is considered both holistically on their own merit and in competition with the rest of the applicants to this cohort.

Interviews

Candidates may be invited to attend an interview, or an informal discussion with your prospective supervisor to further discuss your research project. There is no set format for interviews, but they typically cover one or more of the following areas: the applicant's academic background, including training and experience that is of particular relevance to the programme or project and the applicant's motivation for applying, including specific research interests within the discipline and career aspirations. Candidates will also have the opportunity to ask questions

The purpose of the interview is to assess whether the applicant currently has the necessary skills and capabilities to pursue the chosen postgraduate programme, and whether the programme is appropriate to the applicant's interests and aspirations.

If required, 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. All interviews are undertaken in accordance with the University's policy on equal opportunities.

Non-standard applications

We welcome applications from those with non-standard qualifications who can demonstrate knowledge, experience and skills developed in the workplace, or elsewhere, relevant to the programme of study. Please use your personal statement to provide further details.

Non-standard applications will be considered by the Admissions Tutor(s) for the programme on a case by case basis.

Decisions

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

Offers

Offers will typically be made in line with the academic requirements set out above. Offers made may be conditional or unconditional. An unconditional offer will be made to successful applicants who have already met the conditions and provided evidence that conditions have been met. Where academic or language requirements have not yet been fulfilled, successful applicants will receive a conditional offer outlining the requirements that must be met.

If an applicant is not selected to receive an offer for the course to which they have originally applied, we may offer the opportunity to be considered for an alternative programme in a related subject area. In such cases applicants will receive an email notification providing any alternative course options and asking whether they wish to be considered for these. It may be necessary for applicants to submit additional documentation in order for the application to be fully considered for an alternative programme. Details of the documentation required can be found in the admissions statement for the relevant programme.

Deferrals

Due to the nature of postgraduate funding, deferred entry is not permitted for funded applicants to this programme. Applicants are encouraged to re-submit their application for consideration at a later date.

Additional information

Extenuating Circumstances

If your education has been significantly disrupted through health or personal problems, disability or specific difficulties within your studies you can submit an extenuating circumstances form as part of your application.

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

ATAS

Some applicants who will require a visa to study in the UK will also be required to gain clearance through the Academic Technology Approval Scheme (ATAS). Please see the ATAS page on the Foreign and Commonwealth Office website for further information. The Academic Technology Approval Scheme is a clearance process which affects overseas applicants (outside the EEA and Switzerland) for certain postgraduate science, technology, medical and engineering studies in the UK. Applicants to affected programmes are required to obtain an ATAS certificate before applying for a visa.

Deposits

Deposits are not required for this programme.

Visa

International students coming to the UK to study full-time must apply for a student visa. Tier 4 student visa guidance notes are available on the University website.