

Postgraduate Admissions Statement for



MPhil and PhD Translation

This Admissions Statement applies to applications submitted for entry to the programme between 1 October 2020 and 30 September 2021.

It should be read in association with the [University Admissions Principles and Procedures](#) for Postgraduate programmes, the relevant [prospectus entry](#) and general [application guidance](#).

Admissions criteria

Academic and English language requirements	The academic and English language requirements for this programme are displayed on the Postgraduate Prospectus For information on international equivalent qualifications, please refer to our International Office website .
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.

Application process

Online application form

Applicants should complete the online application form, uploading all required documents directly. Further information is available on our [guidance for online applications page](#)

Applications will not be considered until **all** required documents have been uploaded.

Required and optional documents

✓	References	We require two academic references. References should comply with our standard requirements outlined on our guidance pages .
✓	Degree certificate(s) and academic transcripts	From first and subsequent degrees. Degree certificates and transcripts should comply with our standard requirements outlined on our guidance pages .
✓	Personal statement	Personal statements should highlight the motivation for applying for the course, and any relevant experience and/or skills.
✓	English language certificates/other evidence	Evidence of meeting the English language profile as stated on the Postgraduate Prospectus and specified by the University English Language Requirements Policy
✓	Curriculum Vitae (CV)	CVs might include details of other relevant work experience and qualifications to support an application.
✓	Research Statement:	The primary requirement for the research statement is to define and situate your research within an academic/disciplinary context. You should remember that people in the academic

		community are the primary audience/readership for postgraduate research. This means that you will need to identify: <ol style="list-style-type: none"> 1.The research questions or problems that you intend to address; 2.The research context for your project/programme of work; 3.The methods you think you will use to pursue the key questions. Please ensure that you follow the research statement template provided when writing your research statement
✓	Distance Learning Research Statement	For the distance learning option only, applicants are required to submit a research statement providing a description of the subject and focus of the research project, including the research materials and resources required [250 word limit]
✓	Distance Learning supporting letter	For the distance learning option only, applicants are also required to submit a supporting letter from any institution/organisation that they will depend upon for the purposes of completing their research.
Optional Documents		
✓	Distance Learning supporting letter	For the distance learning option only, applicants are also required to submit a supporting letter from any institution/organisation that they will depend upon for the purposes of completing their research.
✓	Curriculum Vitae (CV)	CVs might include details of other relevant work experience and qualifications to support an application.

Selection process

Assessment of applications

All applicants are considered in line with the University's [Admissions Principles and Procedures Policy](#). Once a complete application has been submitted with all required supporting documents, it is considered by at least two members of staff using the following criteria:

- Academic achievement
- Research statement
- Academic references
- Personal statement
- Interview
- Sample of work (if applicable)

Interviews

Interviews form part of the selection process.

The purpose of the interview is to assess whether the applicant 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.

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 or pay a deposit, 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 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, 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

This programme does not normally allow deferrals unless there are exceptional circumstances. Please contact artf-pgadmissions@bristol.ac.uk if you would like to discuss the possibility of deferring your start date.

Results deadline

Applicants who receive a conditional offer will be required to submit all final results to meet their offer conditions by 1st August for September intakes and 1st December for January intakes. Offer holders who will be unable to provide their final results by this date should email artf-pgadmissions@bristol.ac.uk to notify the admissions team as soon as possible.

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 will be treated confidentially and will help us to assess your academic performance fairly considering your circumstances.

Academic Technology Approval Scheme (ATAS)

An ATAS certificate is not required for this programme.

Visa

International students coming to the UK to study full-time may need to apply for a student visa. [Tier 4 student visa guidance notes](#) are available on the University website.

Fees and Deposits

Fees

Annual tuition fee are available on the relevant [prospectus entry](#) for this programme.

Deposits

Deposits are not required for this programme.

Sponsored Students

Sponsored students will need to upload a copy of their sponsorship letter using the 'Post Submission Uploads' section of the online application.