

## 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:

International Foundation Programme in English with:

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

### 1. Course specific:

#### 1.1 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, Personal Statement, Passport).

All forms are considered by the admissions team who assess the qualifications, personal statement, and academic reference for evidence of:

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

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

#### 1.2 Academic criteria

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

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

If the applicant has been educated in English, they should apply directly to an undergraduate degree.

Applicants that have studied Level 3 (i.e. full A Levels) should apply directly to an undergraduate degree.

#### 1.3 Personal statement criteria

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

#### 1.4 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 skill

### 1.5 Mature applicants

No additional qualifications 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)

### 1.6 Aspirational offers

Not applicable.

### 1.7 Alternative offers

Not applicable.

### 1.8 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).

### 1.9 Resits

We will consider applications from students who have taken resits.

### 1.10 Transfers

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

## 1. General

### 2.1 Admissions team

Applications assessed by the CELFS admissions team.

### 2.2 Admissions process

An application is received by CELFS electronically, and receipt is confirmed by email. Processing may take up to 14 days. 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 (£1,000). For unconditional offer holders, CAS numbers will start to be produced in May.

### 2.3 Visit day

We understand that it is difficult for international students to visit the University of Bristol. We do however encourage students to visit if they would like to:

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

And we also run regular online chats for applicants to ask questions:

<http://www.bristol.ac.uk/english-language/study/ifp/weekly-webchat/>

### 2.4 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)

### 2.5 Academic entry requirements

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

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

If the applicant has been educated in English, they should apply directly to an undergraduate degree.

Applicants that have studied Level 3 (i.e. full A Levels) should apply directly to an undergraduate degree.

## 2.6 Reference criteria

Evidence of academic background

Evidence of academic potential

## 2.7 International applicants

No additional information, all applicants are treated the same.

## 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 can be found on the CELFS website:

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

## 2.9 Contextual information

Not applicable.

## 2.10 Typical offers

Applicants must meet the IFP entry requirements: <http://www.bristol.ac.uk/english-language/study/ifp/requirements.html>

We will send offers based on the qualifications the applicant has provided, and based on the entry requirements for the future undergraduate studies the applicant wishes to take after the International Foundation Programme.

Typical offer conditions given to International Foundation Programme students for their undergraduate programmes can be seen here: <http://www.bristol.ac.uk/english-language/study/ifp/requirements.html#progress-undergraduate>

## 2.11 Extenuating circumstances

We consider applications from students with extenuating circumstances. We ask applicants to complete the form: <http://www.bristol.ac.uk/media-library/sites/undergraduate-applicants/documents/extenuating-circumstances-form.pdf>

## 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

If you cannot find the information about the entry requirements for your country, please email CELFS: [celfs-ifp@bristol.ac.uk](mailto:celfs-ifp@bristol.ac.uk)

## **Deposits**

International self-funded students are required to pay a deposit of £1000. You can pay this deposit online at: <http://bris.ac.uk/online-payments/deposits> using a credit or debit card. Alternatively you can pay through our PaytoStudy account at [www.bristol.ac.uk/paytostudy](http://www.bristol.ac.uk/paytostudy). PaytoStudy is an international payment solution which offers competitive exchange rates. Where PaytoStudy has a local bank account, all wire fee charges will be eliminated and you will be able to pay in your local currency to a local bank account.

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

You may pay your deposit in advance of meeting the conditions of your offer. If you subsequently fail to meet the conditions attached to your offer and are therefore rejected from your course on academic grounds then a refund will be made to you. To make the payment you will need your student number which you will find in your offer letter.

### **2.14 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