

Pre-sessional Admissions Statement

This statement should be read in conjunction with the University's Admissions Principles and Procedures:

<http://www.bristol.ac.uk/university/governance/policies/admissions/>



Year of Admissions cycle:
2018

Courses covered:

Pre-sessional courses (September and January entry) (available to applicants who want to study a postgraduate degree at the University of Bristol).

1. Course specific:

1.1 Admissions process

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 <http://www.bristol.ac.uk/study/postgraduate/apply/>

There is an application deadline for this programme, which is displayed on the CELFS website: <http://www.bristol.ac.uk/english-language/study/pre-sessional-courses/>

Applicants must meet the pre-sessional entry requirements: <http://www.bristol.ac.uk/english-language/study/pre-sessional-courses/entry-requirements/>

Selection process

All applications are considered on an equal basis.

All applications are considered in accordance with the University's policy on equality and diversity (<http://www.bristol.ac.uk/equalityanddiversity/policy.html>). 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, which includes all required information, it is considered by the Admissions Team, who look for evidence of:

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

Decisions

Applicants will be notified by email when a decision has been made. If there is a deadline by which applicants must accept their offer of admission, this will be stated in the offer letter.

1.2 Academic criteria

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.

Required documents for the course are:

- Degree certificate(s)
- Academic transcript(s)

- SELT (for example: an IELTS certificate)
- Personal statement

1.3 Personal statement criteria

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

1.4 Interviews

Interviews are not part of the selection process for this programme.

1.5 Mature applicants

No additional qualifications required, all applicants are treated the same.

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 consider a transfer request from another UK HEI to this course.

1. General

2.1 Admissions team

Applications assessed by the CELFS admissions team.

2.2 Admissions process

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.

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, CELFS will produce CAS numbers (no more than 3 months before the start date).

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/>

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-presessional@bristol.ac.uk

2.5 Academic entry requirements

Applications for this course do not require a specific undergraduate degree, nor a specific grade.

However, there are specific entry requirements for postgraduate programmes at the University of Bristol. We recommend you make yourself aware of the qualifications required for your chosen programme *before* you apply for the pre-session course:

<http://www.bristol.ac.uk/study/postgraduate/search/>

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.

The English language entry requirements for the pre-session courses are on the CELFS website: <http://www.bristol.ac.uk/english-language/study/pre-session-courses/entry-requirements/>

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

If the applicant has been educated in English, they should apply directly to a postgraduate programme.

2.9 Contextual information

Not applicable.

2.10 Typical offers

Applicants must meet the entry requirements: <http://www.bristol.ac.uk/english-language/study/pre-session-courses/entry-requirements/>

2.11 Extenuating circumstances

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

2.12 Policies

Note: CELFS are currently working through the admissions policies and procedures and re-writing them where necessary for the CELFS courses. However, for the time being, we refer to the PG policies:

<http://www.bristol.ac.uk/university/governance/policies/admissions/>

2.13 Additional information

If you cannot find the information about the entry requirements for your country, please email CELFS: celfs-presessional@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. 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-presessional@bristol.ac.uk or +44 (0)117 33 18522