

Postgraduate Admissions Statement

MSc Teaching and Learning for Health Professionals

Programmes covered

This Admissions Statement applies to the following programme(s):

Part time Postgraduate Certificate (60 credits), Part time Postgraduate Diploma (120 credits), Part time MSc Teaching and Learning for Health Professionals (180 credits), Essentials Route (30 credits) and the Full time MSc (180 credits)

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 Health Sciences

Admissions team and contact details

TLHP Office,
Centre for Health Sciences Education
Faculty of Health Sciences
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Telephone: +44 (0)117 331 1851

Website: www.bristol.ac.uk/health-sciences

Admissions cycle

This Admissions Statement applies to applications submitted for entry to the programme between 1 October 2018 and 30 September 2019.

Application deadline

Application deadlines can be found on the individual programme page within the [University course finder](#).

Admissions criteria

Academic requirements

Applicants must hold/achieve a minimum of a relevant honours degree (or international equivalent) from a recognised institution with good final grades (usually equivalent to an upper second-class degree); or a relevant professional qualification plus at least three years' full-time (or equivalent part-time) professional experience.

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

English language requirements for non-native English speakers

Applicants whose first language is not English, and whose full undergraduate degree was not taught in an English-speaking country, must hold/achieve a minimum score in an approved English language test as specified in Profile A of the [University's English Language Requirements Policy](#).

You do not need to have reached the required level of English language before applying. If necessary, English language will be included as a condition of offer.

There is an option to take one of the University's Pre-sessional English courses; details are available on the [Centre for English Language and Foundation Studies website](#).

Additional requirements

Applicants should currently be working in the health professions or a health service environment. You should also be undertaking some form of teaching and/or support of learning and have (or be easily able to create) the opportunity to be observed in a teaching role. Your current teaching, learning and assessment activities must be sufficient to enable you to complete the programme assignments.

You should also be computer literate, broadly equivalent to the standard of Digital Competence set by the European/International Computer Driving Licence.

Application process

Online application form

Applicants should complete the online application form, uploading all required documents directly. Guidance on uploading documents can be found in the [guidance for online applications](#). Paper documents received by post, or electronic documents received by email, are only considered in exceptional circumstances.

Before applying, make sure you choose the right programme by reading the prospectus entry and Admissions Statement fully. If you need clarification, please [contact the relevant admissions team](#).

Applications may not be considered until all required documents have been uploaded. If you have already submitted an application, you can upload additional documents into the 'Post-submission uploads' section of the application form.

Documents required

Required documents for this programme are as follows:

- **Two academic/professional 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.

Referees may be professional or academic but should be able to comment on your suitability for further training in teaching skills via this programme. Referees must be of a more senior grade to the applicant and have known them for at least six months. Referees who are also applying to the programme at the same time as the applicant are excluded.

References must be written, signed and dated on official letter-headed paper from the referee's organisation, and must include full referee contact details, as shown in the [reference template](#). References supplied with a personal contact email address are only accepted in exceptional circumstances, which must be explained within the reference. All references must be dated within the last two years.

- **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.

- **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 state their current average grade in the online application form.
- **Personal statement.** Personal statements should highlight your motivation for applying for the course, any relevant experience and/or skills, and details of how the programme will benefit your development and future career.
- **English language certificates** are required from applicants whose native language is not English and whose full undergraduate degree was not taught in an [English-speaking country](#).
- **TLHP supplementary application form** (can be downloaded for completion within the online application, and submitted with the other required documents).

Optional documents

- **Curriculum vitae (CV).** A CV is not required but can help an application. CVs might include details of other relevant qualifications to support an application. Please do not include any school (pre-university) certificates, unless specified above.

Correspondence with applicants

We will correspond with you via the email address used to set up your application form account. Please keep this address up-to-date.

Selection process

Assessment of applications

All applicants are considered on an equal basis in line with the [University's Equality and Diversity Policy](#).

Once a complete application has been submitted with all required supporting documents, it is reviewed by two members of staff. Applications are considered throughout the year and there are normally three intakes, in September, January and April/May.

Applications are considered in relation to the following:

- Academic achievements
- Interest in, motivation for and commitment to continuing professional development, particularly in relation to education
- Current, past and potential future clinical teaching experience
- Interest in and motivation for increasing knowledge, skills and experience in teaching, assessing and support of learning in the health services, as described in the personal statement
- Evidence of ability to articulate views coherently
- Appropriateness of the chosen programme in relation to the candidate's job, grade, workplace, declared interests and aspirations
- Non-academic achievement and/or experience, or extra-curricular interests, positions of responsibility, voluntary or paid work
- Referee statements in relation to the candidate's suitability for the chosen programme

Some organisations may reserve and pay for a set of places on the programme, and named applicants are given priority in terms of the start date required by their sponsor.

Where an applicant has undertaken a transnational education partnership programme or top-up degree, meeting the minimum academic entry criteria will not automatically mean an applicant will receive an offer. For these applicants, admissions decisions will consider the academic history of the

applicant alongside relevance of degree, and, if required, degree content, and performance in key modules.

Each applicant is considered both holistically on their own merit and in competition with the rest of the applicant cohort during the academic cycle.

Interviews

Interviews do not form part of the selection process, although we sometimes contact applicants to further clarify their application.

Non-standard applications

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

Non-standard applications are also considered by two members of staff including the programme admissions tutor(s).

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. Decision letters include any deadline by which applicants must accept an offer.

Offers

Offers are typically made in line with the academic requirements set out above. Offers may be set above or below this level in recognition of an applicant's relevant qualifications and experience. Offer levels may also be adjusted in response to the level of competition for places in that application cycle.

Offers may be conditional or unconditional. Unconditional offers are made to successful applicants who have met the admissions requirements. Successful applicants who have not yet fulfilled the academic or language requirements will receive a conditional offer outlining the outstanding requirements.

Unsuccessful applicants may be considered for an alternative programme in a related subject area. In such cases, applicants will receive an email with details of the alternative options. You may have to submit additional documentation in order to be considered for an alternative programme. Please check the relevant [admissions statement](#) for details.

Deferrals

Deferred entry is available for this programme, subject to agreement. Please [contact](#) the admissions team if you would like to defer your start 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 will be treated confidentially, and will help us to assess your academic performance fairly in light of your circumstances.

ATAS

An ATAS certificate is not required for this programme.

Deposits

International self-funded students accepting a place on a taught postgraduate programme must pay a deposit of £1,500. Further information on [how to pay programme deposits](#) is provided in the offer letter as well as online.

The deposit is non-transferable and non-refundable except under the circumstances outlined in the [International Deposits Refund Policy](#).

Visa

International students coming to the UK to study the full-time MSc must apply for a student visa. Tier 4 student visa guidance notes are available on the University website. For the modular Certificate, Diploma and MSc programmes, these are part-time, modular programme, and, as such, Tier 4 student visas are not available for international students wishing to study on this programme. Please contact [Student Visa Services](#) for advice.

Sponsored students

Sponsored students are not required to pay the deposit, but must upload a copy of their sponsorship letter in the 'Post-submission uploads' section of the online application, and must also complete and upload the [sponsorship authorisation form](#).

Version 1.0	Created September 2018
Version 1.1 Updated	Full time route added Contact details amended Additional information under Visas added