

## 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/2022>

Year of Admissions cycle:  
2022

Courses covered:  
D313 Veterinary Nursing and Companion Animal Behaviour (BSc)

### 1. Course specific information:

#### 1.1 Admissions process

Applications are scored and ranked based on their Veterinary Nursing Supplementary Assessment Questionnaire (SAQ) (see 1.3 below).

Applicants who meet the minimum academic requirements will then have their Veterinary Nursing SAQ read and scored. Ranking for offers is based solely on assessment of this questionnaire and offers are made to the top ranking applicants.

#### 1.2 Academic criteria

Academic entry requirements for standard qualifications (A-level, SQA, IB, Access, BTEC, Welsh Bac, GCSEs) can be found in the undergraduate course finder:

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

Other qualifications will be considered on an individual basis. International applicants are subject to the criteria detailed on our international web page:

<http://www.bristol.ac.uk/international/countries/>

#### 1.3 Personal statement criteria

We do not normally use the UCAS personal statement to assess applications. Instead, we rank applicants who fulfil our academic requirements solely on the basis of the completed Veterinary Nursing Supplementary Assessment Questionnaire.

We may refer to the personal statement and reference to differentiate between applicants with similar academic profiles. In these cases, we use the following criteria:

- Evidence of an understanding of the role of the qualified veterinary nurse, both at undergraduate and professional level;
- Evidence of clear thinking, understanding and good communication skills;
- Non-academic achievement/experience, extra-curricular activities and positions of responsibility.

#### *Work Experience*

We are aware that many applicants will have been unable to undertake in-person work experience during the coronavirus crisis. In lieu of this, all applicants are required to complete this questionnaire and strongly advise that you read the following resource before completing your questionnaire: [Career Case Studies - VN Futures](https://www.vnfutures.org.uk/our-activities/career-case-studies/)

[\(https://www.vnfutures.org.uk/our-activities/career-case-studies/\)](https://www.vnfutures.org.uk/our-activities/career-case-studies/)

### *Veterinary Nursing Supplementary Assessment Questionnaire (SAQ)*

Once we have received the UCAS application, applicants will be sent an email containing a link to the Veterinary Nursing Supplementary Assessment Questionnaire (SAQ). **Please ensure you read the email carefully before starting, as it contains important information about how to complete the form.**

Those who meet our academic requirements will be scored on their completion of a series of questions designed to enable us to assess the following criteria.

- Awareness of attributes to succeed on the course;
- Ability to support statements via reflection on past experiences;
- Understanding the job roles of the Veterinary Nurse.

The form is not available prior to application. **Applicants must return the form by the specified deadline otherwise their application will be unsuccessful.**

### *Applicants with a disability*

Bristol Veterinary School must ensure that all students accepted on to the veterinary nursing courses are capable of completing the training required to ensure they can fulfil day-one competencies required by the Royal College of Veterinary Surgeons (RCVS)

(<https://www.rcvs.org.uk/document-library/day-one-competences-for-veterinary-nurses/>).

Applicants must be aware of the nature of the training to be undertaken and the role of the veterinary nurse. In order to fulfil the requirements of the RCVS, students need to fully participate in a range of practical classes and assessments including those that cover the following:

- Handling and restraint of animal patients;
- Performance of a clinical exam;
- Administer emergency first aid.

The above could involve any species including (but not limited to) small animals, farm animals, exotics and equine.

Students are also required to engage in practical classes and assessments around communication skills, where students are required to engage in role-play sessions.

In addition to practical requirements, applicants should expect to engage in formal teaching five days a week, carry out placements during their vacation time and, during later years, are expected to work outside of normal working hours, in a similar way to practicing veterinary nurses.

Not all disabilities limit the ability of students to complete these activities, but applicants should disclose any disability in their UCAS application and be prepared to release their medical details to allow the University's Disability Services team to assess the situation. Failure to disclose a disability that might prevent an applicant from carrying out their required duties could put at risk the applicant's fitness to practise and might jeopardise their place on the veterinary nursing course.

The procedure for dealing with health and/or disability issues is as follows:

1. All applications are acknowledged on receipt. Applicants are invited to complete a questionnaire for the University's Disability Services; this has no bearing on selection for interview or offer.

2. Applicants are selected for offer on the basis of admissions criteria, irrespective of any health issue/disability declared.
3. Applicants declaring a specific learning difficulty such as dyslexia, dyspraxia or AD(H)D are advised to contact the Disability Services team, who may request additional information (for example, a post-16 educational psychologist report). Any concerns identified by Disability Services in relation to student support, alternative arrangements and/or fitness to practise are referred to the Faculty Disability and Health Panel via the Faculty Disability Officer.

For further information on disability support, please visit [bristol.ac.uk/disability-services/](http://bristol.ac.uk/disability-services/)  
For further RCVS disability guidance, please visit <https://www.rcvs.org.uk/document-library/disability-guidance-on-the-recruitment-of-vn-students/>

#### *Occupational health clearance*

All offers are subject to satisfactory occupational health clearance. Applicants who accept our offer as their firm or insurance choice will be asked to complete and return the relevant paperwork by the specified June deadline.

Applicants with disabilities other than specific learning difficulties will be asked to submit a Pre-course health questionnaire to the Occupational Health Service, who assess the information in line with recognised clinical and professional standards and refers its findings to the Faculty Disability Officer. Any health issues that could affect fitness to practise are considered by the Disability and Health Panel. If the panel is satisfied that the applicant is capable of undergoing standard training, it will notify the applicant accordingly, confirming any support or conditions required. If the panel is not satisfied that the applicant is capable of undergoing standard training, it will notify the applicant accordingly, explaining the reasons for the decision and subsequent withdrawal of the offer.

For more information about the pre-course occupational health questionnaire, please visit: <http://www.bristol.ac.uk/safety/health/pre-course.html>

All offers are also subject to satisfactory checks against the MSC Excluded Students Database. These checks will be completed in August of the application cycle for applicants who are holding unconditional firm offers for entry in the coming intake. Any applicant who has previously been required to withdraw from a medical course elsewhere and is identified as an excluded student may not be allowed to register on their course of study at Bristol. The Faculty of Health Sciences will consider whether to allow registration on a case-by-case basis.

All checks must be completed satisfactorily in order for an applicant to register as a student on this course.

#### **1.4 Interviews**

For these courses, applicants are not routinely interviewed. In the majority of cases, admissions decisions will be made on the basis of the application information plus the SAQ response.

In exceptional circumstances where an interview is deemed necessary, it will be conducted by at least two people, at least one of whom has been trained in fair and effective recruitment techniques, and undertaken in accordance with the University's policy on equal opportunities. Interviewees with a disability should contact Disability Services to discuss any support requirements they may need at interview.

The criteria for assessing interview performance may include, for example: demonstrated interest in, suitability for, and commitment to the subject; evidence of clear thinking and understanding, problem solving and analytical skills; standard of spoken English; appropriateness of the Bristol course in relation to the applicant's declared interests and aspirations; non-academic achievement and/or experience, or extra-curricular interests, that indicate the likely contribution an applicant will make to the life of the University; positions of responsibility held; other relevant skills.

### 1.5 Mature applicants

We welcome applications from mature applicants and assess such applications equally. Applicants are required to provide evidence of study and examinations within the last five years.

Any recent academic study must evidence the following:

- Computer literacy
- Experience of formal assessment through examinations or coursework
- Research skills

Further information can be found on our web pages: <http://www.bristol.ac.uk/study/mature/>

### 1.6 Offers

We recognise that some applicants may achieve higher than their predicted grades, and so we may also consider applicants who are predicted to achieve slightly below the entry requirements (usually in a non-specified subject). Any offer made would be at the level published in the course finder: <http://www.bristol.ac.uk/study/undergraduate/>

### 1.7 Deferred applications

Deferred applications (i.e. applying in 2021/22 for 2023 entry) are accepted and are treated in the same way as non-deferred applications.

### 1.8 Resits

The department will consider applicants who resit their qualifications.

### 1.9 Transfers

Transfers into years two, three or four are not considered in any circumstances.

Please refer to our web page for further information on transfers:

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

## 2. General information

### 2.1 Admissions team

Applications are assessed by a centralised team in close co-operation with the School Recruitment and Admissions Officer(s). The team have received training in fair admissions and unconscious bias.

### 2.2 Admissions process

Because we receive such a high number of applications, and to ensure that all those applying on time are treated fairly, we may hold some applications until May before making a decision.

Applications received before the January deadline set by UCAS are guaranteed equal consideration.

We do not discriminate against applicants on the grounds of age, disability, gender reassignment, marriage or civil partnerships, pregnancy and maternity, race, religion or belief, sex, or sexual orientation.

To assess an application, we require the following information:

- a full academic history from age 16 onwards, including details of any retakes or uncompleted qualifications;
- predicted grades for any qualifications the applicant is currently taking. These must be provided by the applicant's school or referee, and must include an overall grade (if applicable), *and*, where a particular subject is specified in the entry requirements, the achieved or predicted grades for that subject, and any related or major subjects being studied;
- in cases where predicted grades are not available, a transcript showing the results of a previous year's courses or examinations.

We assess applicants on the basis of their application only; we do not take into account any additional information received from an applicant or institution, unless we have requested it. Academic references should be provided by a personal tutor from the applicant's school or college. Where this is not possible, a non-academic reference should confirm the applicant's relevant experience and indicate their potential for degree-level study.

The reference is considered, where applicable, taking into account the following:

- predictions of examination results (including, if necessary, an explanation of any non-standard qualifications);
- an overall assessment of the applicant, in particular the suitability and academic potential of the applicant to study at degree level;
- discussion of earlier exam results, especially those influenced by personal or medical circumstances (and therefore a poor guide to ability);
- discussion of the applicant's intellectual curiosity, interests and suitability for the subject.

Referees who believe the applicant's performance does not reflect their ability, because of educational context and/or special circumstances, should advise the applicant to complete an extenuating circumstances form (see section 2.6 Extenuating Circumstances).

### 2.3 Correspondence with applicants

All correspondence relating to an applicant's status will be sent by email.

We monitor the number of offers we make carefully and may hold some applications until later in the cycle.

Applicants will be notified if their application has been successful or unsuccessful, or to inform them that their application has been assessed and put on 'Hold' pending a decision later in the cycle.

For applications that are submitted by the January deadline, the final deadline by which applicants will receive a decision is in mid-May. Most decisions are made before this date.

## 2.4 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 for each course can be found in the undergraduate course finder and are explained on our English Language web page:

<http://www.bristol.ac.uk/study/language-requirements/>

## 2.5 Contextual information

As part of our commitment to the UK national agenda on widening participation, we consider the context in which grades have been achieved and make contextual offers. Contextual offers are usually two grades lower than the typical offer. Applicants may receive a contextual offer for the following reasons: attendance at an aspiring state school or college; residence in an area with low progression to higher education; completion of a University of Bristol outreach programme; having spent three months or more in care.

Full details of the contextual offer scheme can be found here:

<https://www.bristol.ac.uk/study/undergraduate/entry-requirements-qualifications/contextual-offers/> and within the University's Admissions Principles and Procedures for Undergraduate Courses.

## 2.6 Extenuating circumstances

If an applicant's education has been significantly disrupted through health or personal problems, disability or specific difficulties with schooling they will need to submit an extenuating circumstances form to Undergraduate Admissions:

<http://www.bristol.ac.uk/study/undergraduate/after-you-apply/your-application/extenuating-circumstances/>

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

## 2.7 Policies

All applications are considered in line with our Admissions principles and procedures:

<http://www.bristol.ac.uk/study/undergraduate/after-you-apply/policies/>

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.

## 2.8 Results

The University can only guarantee places if the exact terms of the offer are met; however, offer holders will not automatically be unsuccessful if the terms of the offer are narrowly missed.

If offer holders do not meet the terms of their offers when exam results are released they may be considered as 'near miss candidates'. All near-miss candidates are reviewed in August after publication of A-level results. International offer holders may be reconsidered earlier depending on when their exam results are released.

Please see our results web page for further information: <http://www.bristol.ac.uk/results/>

### 2.9 Contacts for enquiries

Any enquiries should be addressed to our Enquiries team: [choosebristol-ug@bristol.ac.uk](mailto:choosebristol-ug@bristol.ac.uk) or +44 (0)117 394 1649.