

## Departmental Admissions Statement

<b>1. Admissions Process</b>
<u>Year of admissions cycle – 2010/11</u>
<u>Courses covered</u>
G161 – MEng in Engineering Mathematics G160 – MEng in Engineering Mathematics with Study Abroad
<u>Admissions Team</u>
Karen Skuse (Administrator), Dr Jonathan Lawry, Dr Caroline Colijn, Dr Martin Homer
<u>Outline of assessment methods</u>
<p>The Engineering Mathematics admissions team is made up of four full-time members of staff - an Administrator and three academics - and reports to the Head of Department.</p> <p>All UCAS forms are considered independently by two members of the admissions team. All applications are considered on an equal basis. Forms are not segregated by the type of educational institution attended. The department aims to carry out this assessment, and contact candidates, within two weeks of receipt of the UCAS form by the department. However, as a minimum, all applicants are contacted within 4 weeks of receipt of application, to establish contact and inform the applicant of the process to be followed</p> <p>Any student with the appropriate subject combination and grade predictions meeting or approaching a standard offer is required to attend a departmental Admissions Day as an indicator of commitment to their chosen course. Candidates will be offered a choice of possible dates (Wednesdays between November and March), and allowance will be made for any exceptional circumstances. We tell UCAS and the candidate the outcome as soon as possible after the Admissions Day, but usually within 2 weeks.</p>
<u>Other correspondence with applicants</u>
<p>The Admissions Day provides an opportunity for both the applicants and their parents to see the Department, meet members of staff and students and gain a better understanding of the course and applications of engineering mathematics through presentations, informal discussions and interview. It also provides an important opportunity for applicants to ensure that the course is appropriate for them. We are a recruiting department and have found in the past that students' attendance at our Admissions Days has a strong correlation with choosing our degree programmes.</p> <p>At no stage in the admissions process is there any unfair discrimination. The department is committed to equal opportunities, and we do not discriminate on the grounds of educational institution attended, race, ethnicity, nationality, gender, sexuality, religion, disability or age. Engineering Mathematics has a tradition of attracting a substantial proportion of state school students. The department is committed to increasing participation on its degree programmes by students of high potential, independent of background and personal circumstances.</p>
<u>Additional assessment: (a) interviews</u>
<p>Candidates who are invited to attend a departmental Admissions Day are required to do so as an indicator of commitment to their chosen course. The Admissions Day includes an informal interview with an academic member of the department. Although primarily designed to establish that each candidate has applied to the appropriate course and whether the student's details have changed in any way since the original UCAS form was submitted, the interviewer will also look at other criteria, which may include, but are not limited to:</p> <ul style="list-style-type: none"><li>• demonstration of mathematical, analytical and technical skills</li><li>• evidence of clear thinking and understanding</li><li>• evidence of motivation and commitment</li><li>• interest in the subject</li><li>• non-academic achievement and/or experience</li><li>• responses to challenges faced</li></ul> <p>The interviewer does not make a selection decision. The informal interviews are used to determine the level of offer and to provide a more comprehensive picture of each candidate for</p>

the Admissions Team.

Candidates who do not meet the minimum entry criteria, but for whom the course may be suitable, are invited to a formal interview as part of the Admissions Day. All interviews intended to select students are conducted by two people, including a member of staff with training in fair and effective recruitment techniques and are undertaken in accordance with the University's policy on equal opportunities.

Candidates are normally sent a decision within 10 days of their visit. This decision, made by the Admissions Team, will have taken into consideration all aspects of the application (personal statement, reference and interview feedback). Allowance will be made for any candidate with verified exceptional circumstances.

Additional assessment: (b) tests/written work

n/a

Procedures for specific categories of applicant

Candidates with non-standard qualifications will be assessed individually. We welcome applications from mature students and BTEC candidates with HNC/D will be given serious consideration.

Cross-dept/joint course admissions arrangements

n/a

**2. Criteria for assessing applicants**

Entry Requirements

The department requires applicants to be studying, or to have received, an appropriate combination of A-level (or equivalent) qualifications to successfully complete our courses, which are all based on an understanding of mathematical and engineering principles.

Academic entry requirements for standard qualifications (A-level, SQA, IB, Access, BTEC, Welsh Bacc, 14-19 Diploma, GCSEs) can be found in the online Undergraduate Prospectus (<http://www.bristol.ac.uk/prospectus/undergraduate/2011/sections/EMAT/188/admissions#entry>). Other qualifications, including international qualifications, will be considered on their individual merits; further information is available at: <http://www.bristol.ac.uk/international/study-at-bristol/how-to-apply/country-specific/>.

Academic Record Criteria

We do not require either Physics or Further Mathematics A-levels as pre-requisites for the course, though either (or both) may help the transition to university. Nevertheless we would like to encourage applicants to take Further Mathematics at A or AS levels if possible. Students who would benefit from studying AS/A level Further Mathematics, but whose schools/colleges cannot provide tuition, can access tuition through the [Further Mathematics Support Programme](#).

Two AS levels will be treated as equivalent to one A level.

Contextual information

We take an holistic approach to all applications, ensuring that the educational and social context in which an applicant applies is taken into consideration, where supported by clear evidence that this may have adversely affected academic achievement. This may include time spent in Local Authority care, information about which is provided in the UCAS application.

We also consider evidence of clear motivation to study. This may include attendance at a University summer school, a targeted Access Scheme (such as Access to Bristol), or participation in Aimhigher outreach activities. Consideration will also be given to applicants who have completed a targeted Access scheme at another university, under the 'Mutual Recognition Scheme'.

We do not take the following into consideration when making admissions decisions: the school type attended by an applicant or whether an applicant's parent has any experience of higher education.

### Personal Statement Criteria

The information contained within each Personal Statement and School Reference is carefully considered for each applicant. Evidence of potential to complete the course may include, but is not restricted to:

- demonstration of interest in and commitment to mathematics and engineering
- strong mathematical, analytical and technical skills
- relevant reading, research or experience beyond the A-level syllabus
- appropriateness of the chosen course to the candidate's interests and aspirations
- non-academic achievement and experience (for example, work experience in industry), positions of responsibility, team working
- standard of written English

### Reference Criteria

#### Criteria for international applicants (if different)

Overseas applications are processed in the same manner as UK/EU, except that candidates not resident in the UK are not required to attend a departmental Admissions Day.

English Language requirements can be found in the UG Prospectus:

<http://www.bris.ac.uk/university/governance/policies/admissions-english-lang-reqs.html>

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

### **3. Offers**

Typical offers for A-levels and other UK qualifications can be found in the Entry Data in the online UG Prospectus

(<http://www.bristol.ac.uk/prospectus/undergraduate/2011/sections/EMAT/188/admissions#entry>).

Offers to applicants with non-standard qualifications will be made equivalent to the published A-level offer.

#### Variations in offer level

We may make lower offers based on whether an applicant is deemed to have experienced educational disadvantage, as defined in section 7.5 of the University's Admissions Principles and Procedures (<http://www.bris.ac.uk/university/governance/policies/admissions-policy.html>).

### **4. Other**

#### **Head of Department**

Prof Jonathan Lawry

October 6, 2010