

# Admissions

The University of Gloucestershire is licensed under Tier 4 of the Points Based System to admit students requiring a Tier 4 (General) student visa onto its courses. Applications are accepted via UCAS (undergraduate applications) or the University's online application portal (postgraduate applications). Direct paper-based applications are also currently accepted.

## 1. Admission Process

	<b>Action</b>	<b>Person Responsible</b>
Step 1	Student submits application form and supporting documents	Student
Step 2	Student record created. Student contacted to provide additional information and documentation required to determine Tier 4 visa eligibility: <ul style="list-style-type: none"> <li>· Course is eligible for Tier 4</li> <li>· Student meets English requirement (or provided with a Conditional offer dependent on this)</li> <li>· New course represents academic progression</li> <li>· Course is within 5/8 year cap</li> </ul>	Administrator (Admissions & Enrolment); Secondary checks made by Immigration Compliance Team
Step 3	English language certification verified online where possible	Administrator (Admissions & Enrolment)
Step 4	Application referred to Admissions tutor as necessary. Some courses require interview or submission of portfolio	Admissions Tutor (in Faculty)
Step 5	Conditional offer issued, or application rejected	Administrator (Admissions & Enrolment)
Step 6	Student satisfies conditions of academic offer and pays £3000 deposit	Student
Step 7	Unconditional offer issued	Administrator (Admissions & Enrolment)

	Conditions of enrolment published online via Applicant Portal, including facility to determine immigration status of non-UK students	Enrolment)
Step 8	CAS eligibility checked and CAS issued	Immigration Compliance Team

### 1.1 Course Eligibility

Students requiring a Tier 4 visa can only be admitted onto courses which satisfy the following criteria:

- The course level must be at NQF 3/CEFR B2 or above
- The course must be full-time
- The course must lead to a qualification awarded by the University of Gloucestershire (except pre-sessional/INTO courses)
- The course can be a short-term Study Abroad programme in the UK as part of the Tier 4 (General) student's qualification at an overseas university, as long as the qualification is confirmed as being at the same level as a UK degree by UK NARIC
- The course cannot be studied via distance learning
- With the exception of work placements and field trips, all study must take place at Park Campus, FCH Campus, Hardwick Campus or Oxtalls Campus
- Any work placement must not exceed 50% of the course

### 1.2 English Language Requirements

Students must demonstrate that their English language ability is sufficient to successfully complete the intended course of study.

A list of acceptable English language qualifications and the level that must be obtained is published on the University's website. The list includes Secure English Language Tests and alternative tests. In addition, a transcript or statement of results from a Pre-sessional or Foundation course is taken at a UK university or college of further education will also normally be accepted. No other English language text will be accepted. The level of English required for admission to the

University of Gloucestershire courses is generally higher than that of the level required by the Home Office.

Students whose English language certification does not give a break down in each skill area (speaking, listening, reading, writing) may be required to provide additional evidence, attend a face-to-face or Skype interview, or complete an English test upon arrival at the University.

Nationals of, and students who have completed an academic qualification equivalent to a UK degree in the following countries do not need to demonstrate English ability:

Antigua and Barbuda

Australia

The Bahamas

Barbados

Belize

Canada

Dominica

Grenada

Guyana

Ireland

Jamaica

New Zealand

St Kitts and Nevis

St Lucia

St Vincent and the Grenadines

Trinidad and Tobago

United Kingdom

United States of America

Students who have completed a degree in any other country will not be exempt from demonstrating English language competence, even where the language of study was English.

### 1.3 Academic Progression

Students who have already studied in the UK can only be admitted onto a new course where academic progression can be demonstrated. Academic progression is normally shown where the new course is at a higher NQF Level than the previous course e.g. Bachelors degree (NQF 6) to Masters degree (NQF 7). Students that have previously completed a Masters degree in the UK can be admitted onto an MBA or MPhil, where this is shown to complement the previous course. Students in this category are required to submit an additional personal statement, detailing why further study is necessary. Admission onto the MBA/MPhil is at the discretion of the Immigration Compliance Coordinator.

### 1.4 Previous Study in the UK

The amount of time that Tier 4 students can spend studying in the UK is limited. Admission cannot be offered to any student who would exceed this limit by the end of the normal duration of the course. Applicants are required to provide evidence of all previous study in the UK in order for the permitted duration of study to be assessed.

The time limit is related to the type of study, as follows:

#### Study below degree level

- Students above 18 years of age can study in the UK for a maximum of 3 years on a Tier 4 visa on a course leading to an award at NQF 5 or lower. Any study on a non-Tier 4 visa (e.g. Student Visitor or Student) will not count towards this limit.

#### Study at degree level or above (BA, BSc, LLB, MA, MSc, MBA, LLM)

- Students can study in the UK for a maximum of 5 years on a course leading to an award at NQF 6 or NQF 7. This includes any study undertaken under Tier 4 or the student rules that were in place prior to 31 March 2009. The only exception to this rule is where a student has completed a 4 or 5 year undergraduate degree at an HEI. In this situation, the limit will be 6 years instead of 5 years.

#### Study at research degree level (MPhil, MSc(Res), DBA, DEng, PhD)

- Students can study in the UK for a maximum of 8 years on a course leading to an award at NQF 7 (MPhil and MSc(Res) only) or NQF 8. This includes any study undertaken under Tier 4 or the student rules that were in place prior to 31 March 2009.

### 1.5 Intent to Study

Students must demonstrate that they have a genuine intent to study. This is normally assessed via the personal statement contained within the application form. Students should detail their interest in the course and why they wish to study in the UK. Generic statements will not be accepted.

### 1.6 Documentation

In addition to the application form, copies of the following documents are required prior to an unconditional offer being issued:

- Educational certificates
- English language certificate
- 2 x references
- Personal statement demonstrating intent to study
- Passport (personal details page)
- All previous visas under Tier 4 and student rules prior to 31 March 2009 (if applicable)
- Details of courses previously studied in the UK (if applicable)