

**Case study 2: An unselective but reasonably high academic requirement programme at a popular medium sized, research intensive university.**

<b>Programme of Study:</b>	<b>BA Politics and International Relations</b>
<b>Total applications received:</b>	<b>356</b>
<b>Places available:</b>	<b>50</b>
<b>Applications per place:</b>	<b>7.1</b>
<b>Applicants invited for interview:</b>	<b>c.10</b>
<b>Offers made:</b>	<b>308</b>
<b>Percentage of offers made to applicants:</b>	<b>87%</b>
<b>Standard A-level offer</b>	<b>BBC (280 tariff points)</b>
<b>Range of accepted A-level achievement</b>	<b>220-442 tariff points</b>
<b>Average tariff score of accepted applicants:</b>	<b>321</b>
<b>Proportion of accepted applicants with qualifications other than A-level:</b>	<b>15%, mainly Access course applicants, with the occasional student with IB or international qualifications. There are almost never applicants or entrants with vocational qualifications to this programme.</b>

## Selection process

<b>Centralised or devolved selection</b>	<b>Mixed</b>
<b>Is an admissions test required?</b>	<b>No</b>
<b>Are interviews or auditions held?</b>	<b>Only for students with a very unusual academic background</b>
<b>Interview/audition period</b>	<b>n/a</b>
<b>Equal consideration date</b>	<b>15 January</b>
<p><b>Policy on considering applications after this date</b>          Applications received after 15 January are considered in the same way as those received prior to 15 January. This programme always enters UCAS EXTRA and although rarely has many vacancies, and is happy to consider well-qualified people in clearing.</p>	

### ***Admissions policy setting process***

The senior administrative officer reviews the previous year's performance with the admissions tutor who sets the criteria to be applied. Where major changes are made such as change in grades required, these are always postponed for implementation in the next session to ensure that they appear in UCAS entry profiles in time for the subsequent application round.

### ***Selection criteria (as applied by the administrative officer on applications):***

- Predicted grades where supplied – should meet or exceed the standard offer for this programme, BBC/280 points.
- Personal statement – we hope to see evidence of the applicant's interest in politics/international affairs/current affairs, eg reading newspapers/journals, membership of relevant clubs or societies, etc
- Review of achieved grades, whether GCSE or AS. We occasionally return to the referee for further information if there appears to be a discrepancy between grades achieved so far and predicted grades, if this question has not been addressed in the reference.

### ***Published entry profile information on required academic criteria and skills:***

*GCE A level or equivalent:*

Minimum number required: 2

Number preferred: 3

Tariff score accepted: 280 - 300

Minimum points required from qualifications with the volume and depth of A level or equivalent: 80

*BTEC National Certificate (12 units) (not including Early Years)*

Acceptable on its own & combined with other qualifications

*BTEC National Diploma (18 units) (not including Early Years)*

Acceptable on its own & combined with other qualifications

**Applicant/Personal Profile** Students of Politics and International Relations and War, Peace and International Relations need a broad range of skills and qualities in order to critically engage with the wide range of issues they will encounter, and with the different aspects of IT skills. An Interest in politics, international relations and issues of war and peace, numeracy, curiosity, flexibility, communication skills, study skills.

### ***Detailed description of process***

UCAS applications to this subject are considered within the Admissions Office. The senior administrative officer considers each application and decides whether to offer a place. If an offer is to be made, he will indicate if there should be any variation from the standard offer. If an offer is not made, a principal reason is given for this decision.

Decisions are entered onto the student record system and letters to all applicants are produced. Each decision and letter is then scrutinised by a second member of administrative staff. Any decision which causes concern may be referred back and a discussion held. Sometimes this results in a different decision being reached on the application. Once a decision has been confirmed it is transmitted to UCAS.

Those who are offered a place receive a letter detailing any conditions attached to the letter, an accommodation brochure and an invitation to a UCAS Visit Day (usually with a choice of dates).

Those who are not offered a place receive a letter regretting that admission cannot be offered, and inviting the student to contact the University if s/he would like feedback on the application.

## **Student case studies**

**James** is an 18-year-old state school applicant who, at the time of application, was studying for A-levels in Government and Politics, History, and Religious Studies. His application was received from UCAS on 21 December. The application predicted A-level grades of CCD. The standard offer for the programme being 280 points (BBC), this applicant was not offered a place.

**Amir** is a 19-year-old applicant from a Further Education college, studying for A-levels in History, Media Studies and Sociology. His application was received from UCAS on 13 February. The application predicted A-level grades of BCC. The University made a conditional offer of 280 points. This offer was accepted as Firm choice. He later achieved grades of CD (he did not take Media Studies) and was rejected in August.

**Charlotte** was 32 years old at the time of her application and was studying on an Access programme when she applied; her application was received from UCAS on 20 December. She received a conditional offer of achieving a pass in her Access programme. She accepted this offer as her Firm choice. She achieved a pass in the Access programme and her offer was made Unconditional on 4 July.

**Richard** was an 18-year-old independent school applicant who, at the time of application, was studying for A-levels in Biology, Mathematics and Physics. His application was received from UCAS on 6 December. He was predicted A-level grades of ACC. The University made a conditional offer of 280 points. He accepted this offer as Firm choice. He achieved grades BCC at A-level and his offer was made Unconditional in August.

**Rosemary** was an 18-year-old applicant studying at a sixth form college. She was taking A-levels in Art (Photography), Government and Politics, and Philosophy and an AS in Science and Society. Her application was received on 24 October. Her referee predicted A-level grades of AAB. The University made a conditional offer of 280 points. She declined the offer in March and accepted an offer at another university as her Firm choice.