Postgraduate Admissions Statement

PhD Social Work

Programmes covered
This admissions statement applies to the following programmes: Social Work (PhD)
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 Research/Taught Programmes.

Faculty
Faculty of Social Sciences and Law

Admissions team and contact details
Senior Postgraduate Admissions Administrator
School for Policy Studies
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Admissions cycle
2017

Application process
Online application
Applicants should complete the online application form, uploading all required documents directly into the application form. Guidance on uploading documents can be found in the How to Apply FAQs.
Applicants should make every effort to choose the correct programme in the application form by reading the prospectus entry and admissions statements fully. Applicants should contact the relevant Admissions Team if clarification is required.

Application Deadline
There is currently no application deadline for this programme but early application is advised.
There is a deadline for funded applications (ESRC and Bristol funding) for this programme. This is displayed on the individual programme page within the University course finder.

Required documents
All documents must be translated into English. Degree certificates and transcripts should be certified copies and list subjects taken and grades/degrees achieved. If your degree is not yet complete, please provide transcripts of subjects taken and marks achieved to date. All documents must be uploaded into the online application form unless otherwise noted. Applicants who have already submitted an application can upload additional documents into the ‘Post-submission uploads’ section. You can find information about how to upload documents to your application form in our How to Apply FAQs.
Required documents for this programme are:
- Two references
- Degree certificate(s) from first and subsequent degrees
- Academic transcript(s) from your first and subsequent degrees
- Personal statement
- Research statement
- English language certificates if English is not your native language and your undergraduate degree was not in an English-speaking country (please see the English Language Requirements list of English-speaking countries)

**Interviews**

Interviews are part of the admission process for shortlisted candidates.

**Correspondence with applicants**

Applicants will normally receive communication via email to the email address used to set up their application form account. Applicants should ensure that this profile email address is kept up-to-date.

**Admissions criteria**

**Academic entry requirements**

Applicants should possess an upper second-class honours degree (or international equivalent) and a pass at Master's level (or equivalent experience/qualification).

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

**English language criteria for non-native English speakers**

For applicants whose first language is not English, it is necessary to achieve a minimum score in an approved English language test specified in Profile C of the [University's English Language Requirements Policy](#).

You can find information about the University of Bristol's Pre-Sessional English courses at the [Centre for English Language and Foundation Studies website](#).

**Reference criteria**

References should either be submitted directly by the referee using the online reference form, or submitted directly by the applicant.

References should be on headed paper, with clear contact details and signed by the person who wrote it.

We require two references as part of your application, of which at least one must be from a referee who is familiar with your academic work. We recommend you provide two academic references, unless you have an employment reference that is directly relevant to your proposed research topic.

**Personal statement criteria**

Your personal statement should outline why you have chosen this particular PhD and how it fits with your skills, experience and academic interests.

**Research statement and research training statement criteria**

Your research statement should be a concise summary (up to 2000 words) of the rationale for the research, the research questions to be answered and how you propose to address them.

Your research training statement should describe the research training you have received to date, including that received as part of employment.

**Interview criteria**

As part of the selection process, shortlisted candidates will be interviewed by at least one academic member of staff, usually their proposed primary supervisor. Interviews may take place in person, by telephone or via Skype.

**Additional requirements**

There are no additional requirements for this programme.
Selection process and offers

Selection process
All applications are considered in accordance with the University’s policy on equality and diversity. The University of Bristol upholds the principles of equality and diversity, respect and dignity. Candidates are not discriminated against on the grounds of race, ethnicity, nationality, gender, sexuality, religion or belief, disability, health or age.

All applications which meet eligibility requirements are considered by at least two members of staff.

Criteria against which applications will be assessed (in no particular order):

- Academic qualifications
- Record of employment and experience
- References
- Personal statement
- Quality of research statement
- English Language skills (where appropriate)

Applications are also judged with reference to the capacity of the department to offer appropriate supervision in the student preferred area of research. Therefore, students qualified for admission may not be offered a place if their topic is not within the expertise of staff members, or if no one with appropriate expertise is available for supervision.

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 their application.

Successful applicants will be offered a place via the online application system. Applicants are required to accept their offer by 1 August each year. Supporting documents to provide proof that candidates have met their offer criteria should be submitted as soon as available but no later than 1 August.

There will be an internal review of progress of the candidate within 21 months of admission (or equivalent for part-time students). If the candidate does not meet the requirements at the review, they may be able to exit with an MPhil award, provided they meet the requirements for an MPhil. Full details will be made available on registration.

If your offer of place is conditional on meeting language requirements, please bear in mind that this is non-negotiable and must be met before starting your study. Pre-sessional English language courses are available at the University. These courses are run by the University’s Centre for English Language and Foundation Studies and are designed to develop the language and study skills needed in an English-speaking university environment.

Deferrals
The offer of acceptance to the PhD is valid for the academic year specified, and any requests for deferral or change to start date (starting mid-academic year) will be considered on a case-by-case basis. Applicants are able to defer their place for one year, after which applicants will need to re-apply.

Deposits
There is no deposit required for this programme

ATAS
An ATAS certificate is not required.