

## **Admissions Policy**

### **Policy on admissions and entry to SOAS undergraduate programmes.**

- 1 The School believes that a diverse student population contributes to a challenging and stimulating learning environment. We therefore welcome undergraduate applications from all candidates with the potential to succeed, whatever their background. We are committed to equality of opportunity and aim to avoid unfair discrimination on any grounds, including disability, gender, age, ethnic background, sexual orientation, religion or belief.

#### **General Requirements**

- 2 The School normally requires candidates to have pursued a broadly based course of study, with at least three passes at GCE A Level (or equivalent). It is important for candidates to ensure that they will be able to meet the full A level subject requirements for their chosen degree course, as set out in the departmental sections of the Prospectus.
- 3 The Undergraduate Prospectus sets out detailed entry requirements, and gives an indication of the typical offer level for each course, although these may be varied in individual cases. It is important to note that having achieved or being predicted to achieve the specified grades does not guarantee an offer of a place. The School receives many more applications than it has places available and the admissions process is therefore competitive. Each application is considered on its merits and in competition with others. The School selects candidates taking into account the personal statement and academic reference as well as grade-based information. The Undergraduate Prospectus is prepared more than 18 months prior to entry to a degree programme. Whilst every effort is made to ensure its accuracy, some changes in the subsequent period are inevitable. Up-to-date advice is available from the Admissions & Recruitment Office.
- 4 In exceptional circumstances candidates may be considered for exemption from part of a degree on the basis of previous studies. For most degrees, exemption for more than one year of study is not possible.
- 5 The School welcomes applications from candidates who wish to take a year off between school and university.
- 6 The School welcomes applications from mature students (aged over 21 on 1<sup>st</sup> September in the year of admission). There are no set entry requirements for mature applicants although evidence of recent academic study is likely to be an advantage (see point 14). For advice on admission to specific programmes please contact the Admissions & Recruitment Office.
- 7 Applications from students with disabilities are considered on the same academic grounds as all other applicants. Applicants are invited to disclose their disability at the point of application. Applicants can obtain advice concerning the suitability of the campus, the degree programme, equipment and/or support available from the School's Student Disability Advisor.

Information regarding disability is sensitive personal data and is subject to the Data Protection Act. SOAS will share disability related admissions information only amongst relevant admissions and disability staff. Applicants may speak to the Student Disability Advisor in confidence if they prefer.

- 8 As the School gives equal academic consideration to all applications received at UCAS by the 15 January deadline, it may be some time before a decision can be made on an application. Up to date information on an application can be obtained from the Admissions & Recruitment Office at any time and the team will notify applicants, via UCAS, of the outcome of their applications within five working days of a decision having been made. The School may at its discretion also consider applications made after the 15<sup>th</sup> January deadline, and through UCAS Extra. If the School enters the Clearing process, the appropriate details will be available on the website and through UCAS in August when GCE A Level results are published. Any applicant may be asked to attend an interview and/ or submit additional application materials.

#### **International & EU Applications**

- 9 Applicants with non-UK qualifications are welcome provided that the School considers their qualifications equivalent to GCE A level requirements. Details on qualification equivalencies can be found at: [www.soas.ac.uk/requirements](http://www.soas.ac.uk/requirements)  
The School welcomes applications from students on International Foundation Programmes.
- 10 All applicants whose first language is not English must meet the School's English language requirements. The School accepts a range of English language qualifications to satisfy the minimum level of competence required. **For further details please refer to:** [www.soas.ac.uk/englishrequirements](http://www.soas.ac.uk/englishrequirements)

#### **GCE A level requirements and other qualifications**

- 11 For candidates offering GCE A levels, the School requires three subjects to be passed at GCE A level (A2). The required grades and preferred subjects vary from degree to degree and are set out in the Undergraduate Prospectus. All subjects at GCE A Level carry equal weight, except for General Studies. The School does not impose a penalty on applicants retaking GCE A Levels.
- 12 Offers are normally made in terms of the UCAS tariff. Subjects passed at AS Level, Key Skills, and GCE A Level General Studies provide the School with useful information as to breadth of study and level of achievement, but they are not counted towards the tariff score offer.
- 13 The School recognizes as meeting its entry requirements a wide variety of qualifications other than GCE A Levels, both inside and outside the UCAS tariff scheme. Details are set out in the Undergraduate Prospectus.

#### **Access courses**

- 14 Mature applicants who have been out of education for some time will often find an Access course a useful preparation for degree level study. The School recognizes Access courses which are kite-marked for entry to Higher Education. Preference is given to Access courses in the humanities or social

sciences over those which have a more specific outcome such as Access to Nursing Studies which is not directly relevant to the degree applied for. Applicants who have taken a directly relevant Access course (such as Access to Law) are preferred for some degrees, and details of these preferred Access courses are published in the Undergraduate Prospectus.

#### **Validity of offers**

- 15 All offers of admission to pursue a programme of study as a student of the School are made by the Academic Registrar or an authorised deputy. In addition, an offer of a place for an undergraduate degree is valid only when confirmed via UCAS. No promise or purported offer made otherwise has any validity.

#### **Unsuccessful applications**

- 16 The School reserves the right to reject applications to study at the School on academic grounds or if places are no longer available, and to give no reasons to such applicants save at its own discretion.
- 17 If a candidate has any questions or needs clarification regarding the School's Policy on Admissions, he or she is welcome to contact the Admissions and Recruitment Office, SOAS, Thornhaugh Street, Russell Square, London WC1H 0XG.

### **Policy on admissions and entry to SOAS postgraduate programmes**

1. The School believes that a diverse student population contributes to a challenging and stimulating learning environment. We therefore welcome postgraduate applications from all candidates with the potential to succeed in postgraduate studies, whatever their background. We are committed to equality of opportunity and aim to avoid unfair discrimination on any grounds, including disability, gender, age, ethnic background, sexual orientation, religion or belief.
2. The School aims to provide accurate information and advice to prospective students concerning the opportunities for postgraduate study at SOAS. The Postgraduate prospectus is prepared more than 12 months prior to entry; whilst every effort is made to ensure its accuracy some changes in the subsequent period are inevitable. Up to date advice is available from the Admissions & Recruitment Office.
3. The School facilitates swift responses to enquiries and applications, and ensures that all necessary documentation is sent at the earliest possible time.
4. The admissions decision rests primarily on the qualifications, needs and aspirations of the applicant, and the educational opportunities available. Applicants selected for admission should be suitably qualified and capable of benefiting from the programme of study.

5. Applicants for a taught Masters degree should normally possess at least a 2:1 (Upper Second) class honours degree from a UK university, or a qualification deemed equivalent by the School. Applicants for research degrees should normally possess a UK Masters degree or a qualification deemed equivalent by the School. Applicants who do not possess this level of qualifications may be eligible for consideration for admission to postgraduate programmes on the basis of previous work experience or training. The School welcomes applications for taught Masters from students enrolled on International Foundation Programmes for Postgraduate study.
6. Criteria for entry to individual programmes of study are in addition to the above and may vary. Achievement or predicted achievement of the required qualifications does not guarantee an offer of a place. Each application is considered on its merits and in competition with others. The School may take into account examination results already achieved, predicted grades in forthcoming examinations, research project proposals, personal statements and academic references. Any applicant may be asked to attend an interview and/or to submit additional application materials.
7. All applicants whose first language is not English must meet the School's English language requirements. The School accepts a range of English language qualifications to satisfy the minimum level of competence required. **For further details please refer to: [www.soas.ac.uk/englishrequirements](http://www.soas.ac.uk/englishrequirements)**
8. Applications from students with disabilities are considered on the same academic grounds as all other applicants. Applicants are invited to disclose their disability at the point of application. Applicants can obtain advice concerning the suitability of the campus, the degree programme, equipment and/or support available from the School's Student Disability Advisor. Information regarding disability is sensitive personal data and is subject to the Data Protection Act. SOAS will share disability related admissions information only amongst relevant admissions and disability staff. Applicants may speak to the Student Disability Advisor in confidence if they prefer.
9. Students are only admitted to a research degree where an appropriate supervisor can be identified and provision can be made for regular supervision throughout the period of registration
10. The School reserves the right to reject applications to study at the School on academic grounds or if places are no longer available, and to give no reasons to such applicants save at its own discretion.
11. Offers of admission will include information on the duration of the programme for which the applicant has been accepted and the fee required; all conditions attached to the offer will be specified. An offer of a place is not a guarantee of funding.
12. Decisions on applications are valid only if communicated by the Academic Registrar or authorised deputy.

13. If a candidate has any questions or needs clarification regarding the School's Policy on Admissions, he or she is welcome to contact the Admissions and Recruitment Office SOAS, Thornhaugh Street, Russell Square, London WC1H 0XG.