



**Bournemouth
University**



Making the application...

Please note: The detail, dates and fees stated around the UCAS applications process are correct as at Summer 2022 and may be subject to change.

UCAS Applications

for undergraduate students joining us in 2022 or 2023

#buopenday
#belongatbu

UCAS

At the heart of
connecting people
to higher education

- All applications for Undergraduate courses in the UK go through UCAS
- Universities and Colleges Admissions Service

www.ucas.com

- **Information & support**
- **Course Search**
- **Apply**
- **Track**

Key features of the scheme

- **Maximum of 5 choices**
- Choice restrictions in specific subject areas
 - Medicine, Veterinary, Dentistry – max 4
 - Oxford or Cambridge
- Simultaneous consideration, but with ‘invisibility’ from your other choices
- Codes (Institution, Course, Campus) - get them right
 - Bournemouth University – B50
 - Business and Management – NN12
- Campus code not required for BU

2022 entry

£26.50

Multiple courses

£22

Single application

2023 entry

£27

Multiple courses

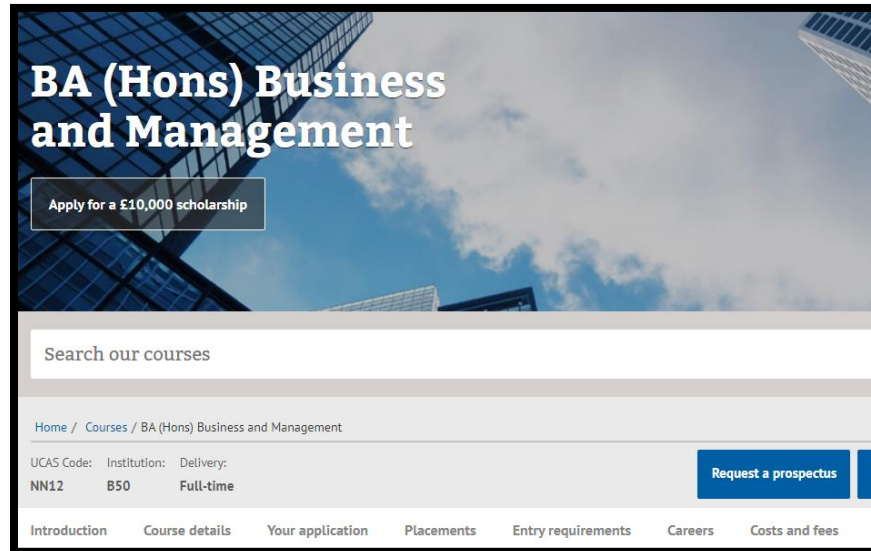
£22.50

Single application

Where to search for information



Sign up to
UCAS Hub
ucas.com/hub



BA (Hons) Business and Management

Apply for a £10,000 scholarship

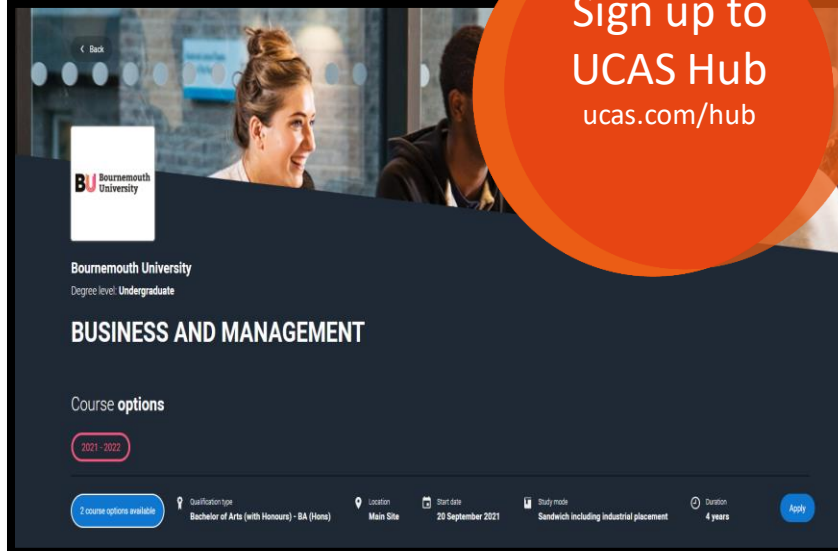
Search our courses

Home / Courses / BA (Hons) Business and Management

UCAS Code: Institution: Delivery:
NN12 B50 Full-time

[Request a prospectus](#)

[Introduction](#) [Course details](#) [Your application](#) [Placements](#) [Entry requirements](#) [Careers](#) [Costs and fees](#)



Bournemouth University

Degree level: Undergraduate

BUSINESS AND MANAGEMENT

Course options

2021 - 2022

2 course options available

Qualification type: Bachelor of Arts (with Honours) - BA (Hons)

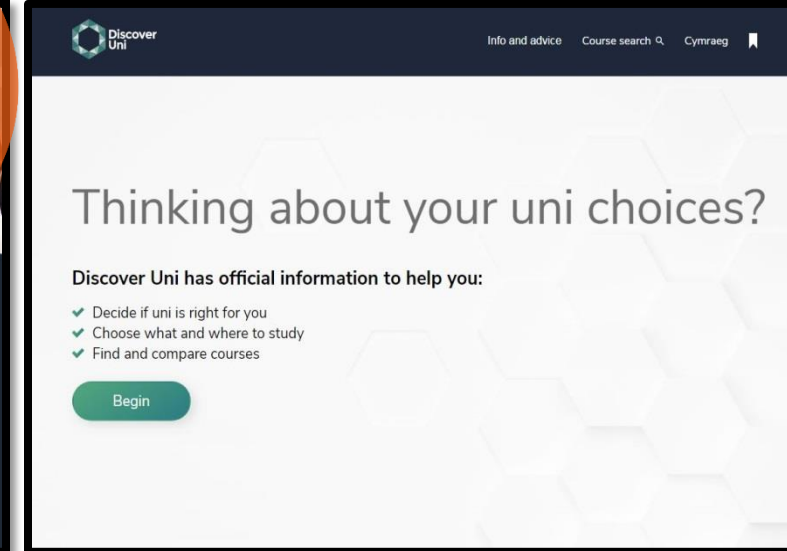
Location: Main Site

Start date: 25 September 2021

Study mode: Sandwich including industrial placement

Duration: 4 years

[Apply](#)



Discover Uni

Info and advice Course search Cymraeg

Thinking about your uni choices?

Discover Uni has official information to help you:

- ✓ Decide if uni is right for you
- ✓ Choose what and where to study
- ✓ Find and compare courses

[Begin](#)

BU website

For detailed course information, accreditations, placement and employability detail, fees and essential information.

UCAS

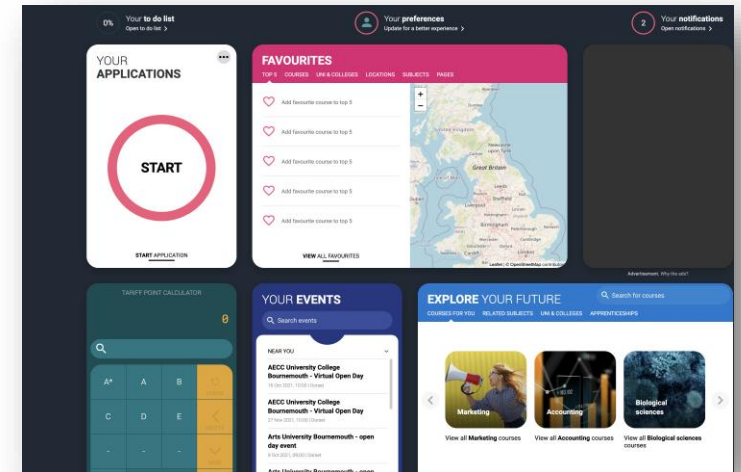
Full course listings in a consistent format to review and compare courses and providers, and to eventually apply.

Discover Uni

Key metrics around satisfaction, employment and average costs to compare courses and providers.

Your personalised hub for organising everything – including your application in one place

- Save your progress and carry on whenever you want
- Handy tools to help you make choices and discover courses
 - The explore tool – where you can search subjects and discover courses
 - The notepad – so you can keep all your thoughts about your next step in one place
 - Apprenticeship finder – for the latest vacancies, locally and nationally
 - The personal statement builder – to help you structure your writing and introduce yourself to universities
 - The Tariff calculator – for tallying up your UCAS points to see if you meet entry requirements.



Entry Requirements

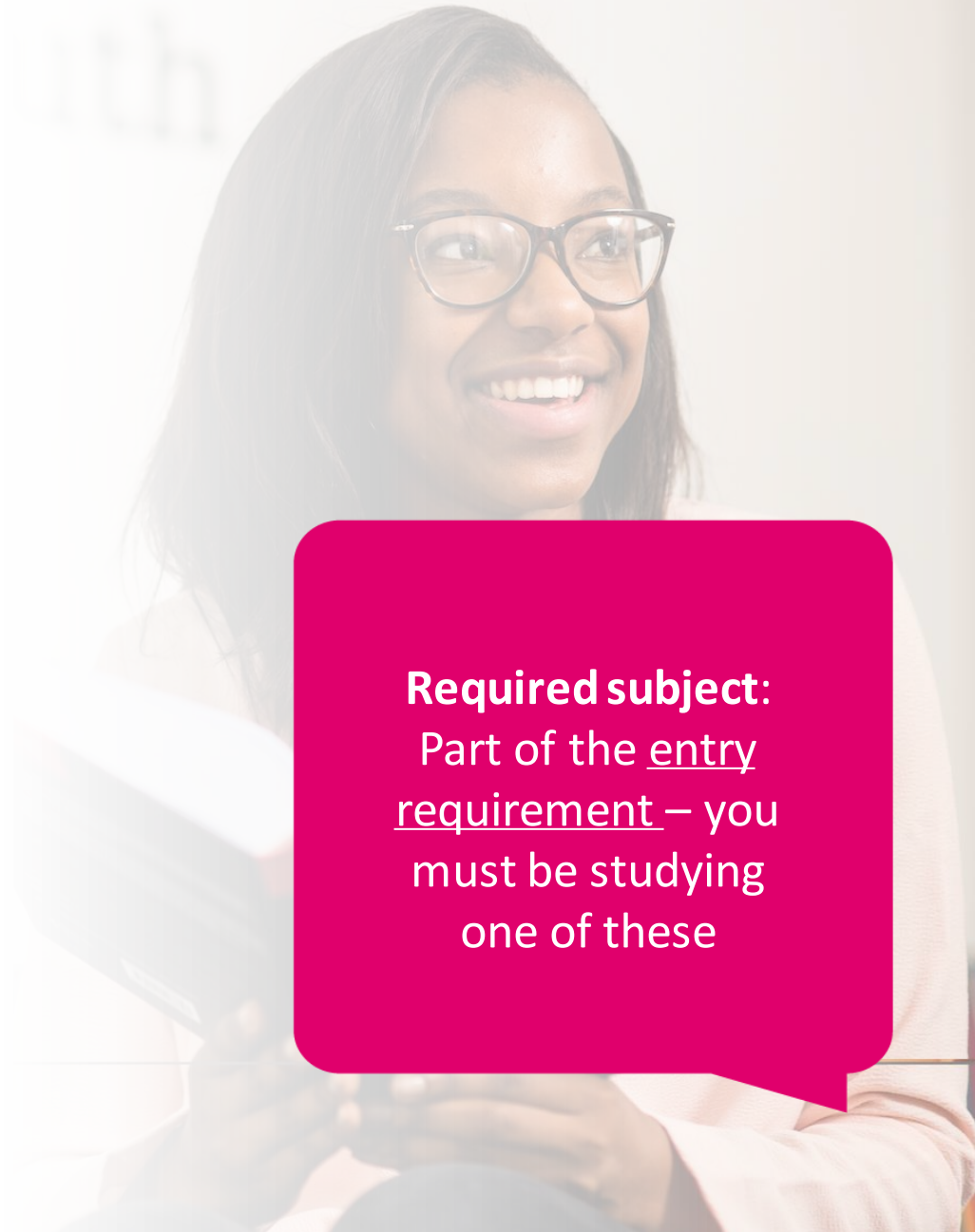
Our offer will be based on our **tariff points range**, meaning **flexibility** about your grades.

You will need to have a minimum of **two** A-levels or equivalent. We will also consider additional study, such as the Extended Project Qualification.
General Studies is usually excluded from our offer.

BTEC Nationals/Cambridge Technicals				T-levels	Tariff points	AS-level	A-level	International Baccalaureate Higher Level Certificate ¹	Extended Project Qualification
Extended Certificate	Foundation/ Subsidiary Diploma ¹	Diploma	Extended Diploma						
			D*D*D*	Distinction*	168				
			D*D*D		160				
			D*DD		152				
			DDD	Distinction	144				
			DDM		128				
				Merit	120				
		D*D*	DMM		112				
		D*D			104				
		DD	MMM	Pass (or above)	96				
	D*D*				84				
		DM	MMP		80				
	D*D				78				
	DD			Pass (D or E)	72				
		MM	MPP		64				
	DM				60				
D*					56		A*	H7	
D	MM	MP	PPP		48		A	H6	
					40		B		
	MP				36				
M		PP			32		C	H5	
					28				A*
	PP				24		D	H4	A
					20	A			B
P					16	B	E		C
					12	C		H3	D
					10	D			
					8				E
					6	E			

Things to consider

- **Is it the right course for you?**
 - What is the balance of coursework/exams?
 - How much assessment by group work?
 - Opportunities for workplace or applied studies?
 - Fieldwork and practical learning?
- **Will you meet the entry requirements?**
 - Required subjects?
 - Required minimum grades?
 - Maths & English GCSE?



Required subject:
Part of the entry requirement – you must be studying one of these

Foundation Years

- Initial year of study prior to progressing onto the first year of one of our eligible degrees
- Four areas:
 - Business & Management
 - Creative Industries (in development)
 - Media & Communication
 - Science
- Right for you if:
 - You don't have the right qualifications for a full degree
 - You have the qualifications but not ready for degree-level study yet
 - You are returning to study after a gap



**Entry
requirements:**

**48-72
UCAS tariff
points**

Places still available for September 2022 entry

Make us your uni

www.bournemouth.ac.uk/clearing

The Application Process – 2023 entry

Register on **UCAS Hub**
Research your options
Make your **application**

- **Personal details**
- **Qualifications (achieved and predicted)**
- **Personal statement**
- **Teacher or Individual reference**

Institutions and Providers will consider the application
They will make a decision to

- **Offer**
(Conditional/Unconditional)
- **Interview** (other selection measures)
- **Reject**

You will make your final decisions

- **Firm**
- **Insurance**
- **Decline remaining choices**

Your results are considered

- **Confirm**
- **Reject**

Submit application from
6 Sept

Applications to Oxford & Cambridge
15 Oct

Get your application in by
25 Jan

UCAS Extra opens
23 Feb

You can still apply late up until
30 Jun

Receive university decisions by
18 May

if you applied by 25 January

Make your firm & insurance choice by

8 June

if you applied by 25 January

Confirmation & Clearing
(from early July)
Mid-Aug

Application cycle formally closes
30 Jun

All remaining applications through
Clearing

UCAS At the heart of
connecting people
to higher education

- Registration
- Personal details
- Additional needs/info
- Choices
- Education
- Employment
- **Personal statement**
- Reference
- Declaration



Personal Statement

- ✓ Good vocabulary and structure
- ✓ Course and beyond
- ✓ Career
- ✓ Roles & responsibilities
- ✓ Work experience
- ✓ Year out

...all of that in 4,000 characters (including spaces)
or 47 lines.



Vocabulary and Structure

- Positive language – sell yourself!
 - Preparation – bullet points then rough draft
 - **Simple rule** – Whenever you say you have a skill or quality - demonstrate how, where, when you acquired it
- for example, team work



- State the reasons for your choice of course
- Enjoy the subject? – state why
- Enjoy particular aspects? – which aspects?
- Talk about the subjects you are currently studying, and try to describe links between them
- **Tell us how you are developing the skills the course requires**

“Studying **English Language** has confirmed my interest in, and love of, writing. The fluency and accuracy of my writing has developed through **producing essays and reports...My Sociology A-level** has strengthened my **research, analysis and critical skills**, which I know are vital in **creating a story or an article.**”

BA (Hons) Multimedia Journalism applicant

Course and beyond

- Outline the experiences you have had that have confirmed your interest
- Demonstrate that you have focus and commitment
- Helps if you know what you want to study
 - if not think what the 'common ground' is
- Post degree
 - How do you think you would benefit from your choice of course?
 - Highlight any links with a possible career



Roles and responsibilities

- Drama productions, voluntary work, prefect, team captain, fundraising, event organiser, school rep.
- **Top tip** – don't take up too much of the form telling us about these unless relevant!

“**Working at a local care home for the elderly provided me with the opportunity to care for others in a responsible and attentive manner. I had to extend my communication skills by listening and speaking to residents and other team members**”

Health & Social Sciences applicant

Work experience

- Think about what you have done outside of school/college that shows your commitment
- Any relevant work experience? Excellent particularly if relevant and organised on your own initiative
- Attended any workshops/short courses?



Gap year?

- Ideally show that you will be spending your time out constructively:

Working is constructive – earning money to support yourself through HE, gaining important experience and employability skills.

“During my year out, I will be broadening my **experience and knowledge of conservation** and environmental issues by working with conservation groups both here in Britain and abroad. I am applying to work at **Trees For Life** in Scotland for two months working to regenerate the indigenous trees into the highlands and restore the native Caledonian Forest.”

Science & Technology applicant

Important skills and qualities

Approachable
Computer Literacy
Confidence
Communication
Efficiency
Empathy
Helpful
Independence
Listening
Managing others
Organisation

Problem solving
Proactive
Presenting
Responsibility
Self-expression
Self-motivation
Teamwork
Using initiative
Working independently



Action words

Accomplish

Achieve

Active

Acquire

Advise

Analyse

Apply

Appraise

Appropriate

Arrange

Assist

Attain

Coach

Collaborate

Collate

Complete

Compose

Consult

Coordinate

Create

Deliver

Demonstrate

Develop

Devise

Direct

Diversify

Engage

Establish

Evaluate

Examine

Guide

Identify

Implement

Improve

Improvise

Increase

Indicate

Inspire

Instigate

Instruct

Introduce

Investigate

Involve

Led

Manage

Negotiate

Obtain

Organise

Originate

Oversaw

Perform

Persuade

Pioneer

Plan

Prepare

Present

Produce

Promote

Propose

Provide

Research

Review

Revise

Strengthen

Succeed

Supervise

Support

Final thoughts

- Structure your points
 - A – activity, ability or achievement
 - B – benefit – what have you learnt
 - C – how is this relevant to the course
- Check spelling and grammar
- Make the space count – prioritise
- Be explicit about your skills and qualities
- Seek others' opinions and advice
- Be truthful!
- Don't include details specific to one of your five choices
- It's your UCAS form!

47 lines
OR
4,000
characters

**Good
luck!**

How we'll assess your application

We will make you an offer that's tailored to you and your application and will look at more than just your academic performance when making you an offer and deciding whether to accept you on the course.

Depending on the course you apply for we'll look at:

- **your grades and other academic experience**
- **work and other experience**
- **Personal statement**
- **Your performance at an interview/selection test**
- **An academic/professional reference** (Health & Social Care courses only)

AccessBU

If you don't have traditional qualifications, or are unable to meet the entry requirements, we may be able to make you an offer through AccessBU if you meet certain criteria e.g. you have been in care or live in an area where fewer people typically progress to Higher Education. **Your offer could be 16 points below the published tariff.**

www.bournemouth.ac.uk/accessbu



**Bournemouth
University**

Click to add text

Contact us

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The university has consulted the latest available information in the production of this presentation for delivery in **Summer 2022** but cannot be held liable for its accuracy.

The latest information can be found at www.ucas.com