



Academic Regulations for Students for Undergraduate Programmes, Section 1: Admission to UCL

2013-2014 Academic Session

Contents

Links to Recent Changes and / or Additions to the Published Regulations	2
1.1 UCL Undergraduate Programme Entrance Requirements	3
1.2 Other qualifications and special entry criteria	7
1.3 Making an application to study at UCL	8
1.4 General application and admission criteria	10
1.5 Accuracy of applicant information	14
1.6 Application decisions	14
1.7 Accepting an offer of a place	15
1.8 Appeal of entry decisions	17
1.9 Dual registration	17
1.10 Admission to UCL	18

Links to recent changes and / or additions to the published regulations

- 1.1 [UCL Undergraduate Programme Entrance Requirements](#)
- 1.1.2 [International Baccalaureate](#)
- 1.1.6 [GCSE and Equivalent Qualifications](#)
- 1.9 [Dual Registration](#)

1.1 UCL undergraduate programme entrance requirements

1.1.1 A and AS Levels

- i) UCL's entry requirement range is A*A*A–ABB, plus a pass in a further Advanced Subsidiary (AS) level subject.
- ii) Some degree programmes will have higher entry requirements.
- iii) The requirements for individual programmes are set out in the prospectus (see link at the end of this section).

Further guidance on A and AS Levels

- i) UCL has a benchmark entry level of ABB at GCE A level and does not make offers of admission with any grades or scores lower than B. The list of preferred A levels. (See relevant link at the end of this section.)
- ii) Applicants will not be admitted below the benchmark level without the advance approval of the Dean of Students (Academic) and cases for consideration should be submitted by Admissions Tutors to the Dean of Students (Academic), via Faculty Offices.
- iii) The maximum permitted offer is A*AA plus a pass in a fourth AS level, with the exception of the Department of Mathematics that can offer at a level of A*A*A plus a pass in a fourth AS Level.

1.1.2 International Baccalaureate

The normal requirement for admission to UCL is the award of the Diploma achieved with good grades across individual subjects. UCL's standard minimum requirement is 34 points overall, with a combined score of 16 achieved in three higher level subjects with no grade lower than 5.

Many programmes may have higher entry requirements. Programme specific entry requirements are set out in the prospectus (see link below).

Further guidance on the International Baccalaureate

- i) Programmes may specify up to two individual higher level grade requirements. Where this is the case, a higher level grade of 6 is specified as the equivalent of an A grade requirement at A level, and a higher level grade of 7 is specified as the equivalent of an A* grade requirement at A level. For example, a programme that requires grades AAB at A level including grade A in Chemistry has an International Baccalaureate Diploma requirement of 36

Back to: [table of contents](#)

points with a score of 17 in three higher level subjects, including grade 6 in Chemistry, with no score lower than 5.

- ii) Applicants will not be admitted below the benchmark level without the advance approval of the Dean of Students (Academic) and cases for consideration should be submitted by Admissions Tutors to the Dean of Students (Academic), via Faculty Offices.

1.1.3 Programme Specific Entry Requirements

Applicants' qualifications must satisfy the specific degree programme requirements which are outlined in the programme descriptions given in the Undergraduate Prospectus for the year of application.

Further guidance on programme specific entry requirements

Applicants are advised to check for specific entry requirements in their chosen area of study before making an application to UCL. In particular applicants should note the entry criteria for Medicine, Intercolated BSc degrees, Fine Art and Law set out in the prospectus (see link at the end of the section).

1.1.4 Vocational A and AS Levels

One of the three GCE A levels may be substituted by a Vocational A level. The additional Advanced Subsidiary subject may be substituted by a Vocational AS level or the equivalent.

Further guidance on vocational A and AS Levels

Applicants should note that admission to UCL will not be granted solely on the basis of Vocational A/AS levels.

1.1.5 General Studies and Critical Thinking A and AS Level

AS level General Studies or AS Critical Thinking are not recognised for admissions purposes. A level General Studies and A Level Critical Thinking are only acceptable as an alternative to the additional Advanced Subsidiary level subject that is required.

1.1.6 GCSE and Equivalent Qualifications

- i) All UCL programmes require GCSE or equivalent passes in English Language and Mathematics at grade C or higher.
- ii) Law, Medicine and Psychology programmes require additional GCSE passes in specific subjects or higher grades than C in English Language and/or Mathematics, as outlined in the programme descriptions given in the prospectus for the year of application.

Back to: [table of contents](#)

Further guidance on GCSE and equivalent qualifications

- i) There is a list available of qualifications accepted by UCL as GCSE equivalents (see link at the end of this section).
- ii) UCL values applicants who have developed key skills such as numeracy, communication, problem solving and the ability to work with others.
- iii) Applicants may wish to include how they have developed these skills either through certificated awards, extra-curricular activities or work in their personal statement in their UCAS application (see link at the end of this section).

1.1.7 English Language Requirements

All applicants whose first language is not English must be able to provide recent evidence that their spoken and written command of the English Language is adequate.

Further guidance on English language requirements

- i) An example of recent evidence that an applicant's spoken and written command of the English Language is adequate would be a record of attendance certifying schooling in English.
- ii) This requirement is specified in order to ensure that the academic progress of applicants is not hindered by language difficulties and that applicants are able to benefit fully from their time at UCL.
- iii) UCL's preferred English Language qualifications are GCSE English Language and the International English Language Testing System.
- iv) UCL does accept a number of English Language qualifications and a list of these is available in the prospectus (see link at the end of this section).
- v) There is further information available about the standard of English Language requirements on the Prospective Students website (see link at the end of this section).

1.1.8 Programme Specific English Language Requirements

UCL has specified English language requirements for admission.

Further guidance on programme specific English language requirements

- i) There is further information available about the standard of English Language requirements (see link at the end of this section).

Back to: [table of contents](#)

- ii) All applicants are advised to check any programme specific English Language requirements by consulting the undergraduate prospectus.
- iii) Applicants should be aware that UCL reserves the right to ask for higher English language requirements in individual cases.

1.1.9 University Preparatory Certificate for Science and Engineering

- i) International applicants whose secondary education qualifications are not suitable for direct admission to leading UK universities may apply for a one-year programme for Science and Engineering offered by UCL.
- ii) Successful completion of the one-year programme for Science and Engineering may be used to apply for an undergraduate programme of study at UCL or other university.

Further guidance on the University Preparatory Certificate for Science and Engineering

More information and applications for this programme are available from the Centre for Languages and International Education. (See link at the end of this section.)

1.1.10 University Preparatory Certificate for Humanities

- i) International applicants whose secondary education qualifications are not suitable for direct admission to leading UK universities may apply for a one-year programme for Humanities offered by UCL.
- ii) Successful completion of the one-year programme for Humanities may be used to apply for an undergraduate programme of study at UCL or other university.

Further guidance on the University Preparatory Certificate for Humanities

More information and applications for this programme are available from the Centre for Languages and International Education. (See link at the end of this section.)

Links for Section 1.1

All links go to the UCL website, unless stated otherwise:

[Undergraduate Prospectus, entry 2014](#)

[Acceptability of A Level subjects](#)

[Undergraduate entry requirements](#)

Back to: [table of contents](#)

[English language requirement](#)

[Centre for Languages and International Education](#)

[Apply and track your application](#) – on the UCAS website

1.2 Other qualifications and special entry criteria

1.2.1 Recognised qualifications

UCL specifies and recognises a range of other UK and international qualifications. Such applications are considered on a case-by-case basis.

Further guidance on recognised qualifications

A full list of the other UK and international qualifications is available (see link at the end of this section).

1.2.2 Applications for the MBBS (Bachelor of Medicine and Bachelor of Surgery) Programme

In addition to making an application via UCAS, all applicants for the UCL MBBS programme must take the Biomedical Admissions Test (BMAT). (See link at the end of this section.)

Further guidance on applications for the MBBS Programme

Applicants for the MBBS should note that there are strict deadlines for their UCAS application, and their BMAT registration (see link).

1.2.3 Applications for Law Undergraduate Programmes

In addition to making an application via UCAS, all applicants for UCL undergraduate Law programmes must take the National Admission Test for Law (LNAT). (See link at the end of this section.)

Further guidance on applications for Law undergraduate programmes

Applicants for Law degrees should note that there are strict deadlines for LNAT registration and subsequently taking the test.

1.2.4 Applications for Fine Art Undergraduate Programmes

Although UCAS has two applications routes for Fine Art programmes (Route A and Route B), UCL will only consider Route A applications. Route A applications are made at the identical time as all other UCL applications.

Back to: [table of contents](#)

Further guidance on applications for Fine Art undergraduate programmes

Information about the UCAS application procedures and an explanation of Route A and Route B applications is available from the UCAS (see link at the end of this section).

1.2.5 Admission with Accreditation of Prior Learning (APL)

- i) In a limited number of instances, applicants who apply to UCL may be considered for admission with accredited prior learning (APL), and for entry directly into the second year of the degree programme.
- ii) Applicants wishing to be considered for admission on this basis, in addition to submitting an application through UCAS in the normal way, will need to submit information about their studies they wish to be considered for APL.

Further guidance on admission with APL

- i) In the first instance, applicants seeking admission with accredited prior learning should contact the relevant departmental Admissions Tutor for guidance.
- ii) An administration fee may be charged for all such applications. There is further information about the APL procedures and an application form (see link at the end of this section).

Links for Section 1.2

All links go to the UCL website, unless stated otherwise:

[Recognition of other UK, EU and international qualifications](#)

[About the BioMedical Admissions Test](#) – on the Admissions Testing Service website

[The National Admissions Test for Law website](#)

[Apply and track your application](#) – on the UCAS website

[Admission with accreditation of prior learning, guidance and procedures \(PDF\)](#)

1.3 Making an application to study at UCL

1.3.1 Full-Time Applications: UK

All full-time undergraduate applications to study at UCL, except for an Intercolated BSc, must be submitted through UCAS and not directly to UCL. Applicants should complete their UCAS submission by the deadlines specified by UCAS.

Back to: [table of contents](#)

Further guidance on full-time applications: UK

- i) Regardless of where applicants are applying from, they must submit their UCAS application by the dates published by UCAS (see link at the end of this section).
- ii) Applications made after the deadline cannot be guaranteed equal consideration by UCL.
- iii) Applicants for Medicine, intercalated BSc degrees, Fine Art and Law programmes should see the additional criteria for special admissions by reference to the prospectus for the intended year of entry. (See link at the end of this section).
- iv) Applications for part-time study should be made directly to UCL, via the relevant Faculty Office.

1.3.2 Erasmus Programme Applications

In the first instance applicants wishing to study at UCL as an Erasmus Programme exchange student must ensure that there is an appropriate institutional link in operation.

Further guidance on the Erasmus Programme applications

- i) Erasmus Programme exchange applicants must ensure that there is an appropriate institutional link in place and should contact the relevant Erasmus co-ordinator and/or International Relations Office at their home university.
- ii) Submitted Socrates application forms must include an official institutional stamp and signature of the Erasmus Co-ordinator of the applicant's home institution.
- iii) Successful selection by an applicant's home institution is not a guarantee of being accepted by UCL.
- iv) Further information about the Erasmus Programme is available from the British Council website (see link at the end of this section).

Links for Section 1.3

All links go to the UCL website, unless stated otherwise:

[Key dates for undergraduates](#) – on the UCAS website

[Undergraduate Prospectus, entry 2014](#)

Back to: [table of contents](#)

[The Erasmus programme](#) – on the British Council website

1.4 General application and admission criteria

1.4.1 Declining examination results

Applicants who have accepted a place at UCL and who subsequently decline any of their A or AS level results may render themselves ineligible to take up a place on a degree programme or, if they have already enrolled, liable for deregistration from UCL.

Further guidance on declining examination results

- i) Applicants should be aware that if they decline any of their A or AS level results, i.e. appeal against their marks, this might mean that they will be unable to meet UCL entry criteria and that any offers would be invalid, including re-marking completed after 31 August.
- ii) Applicants are advised to check with the relevant Faculty Office before declining any of their A or AS level results.

1.4.2 Application for deferred entry

UCL will consider applications from applicants intending to spend a pre- university year in a constructive activity.

Further guidance on application for deferred entry

- i) Applicants should state their reasons for wishing to defer entry on their UCAS application and they will then be considered a year ahead of the normal application timetable. (See link at the end of this section).
- ii) All applicants considering applying for deferred entry are advised to check with the relevant Faculty Office about the acceptability of deferred entry application for the degree programme for which they are applying.
- iii) Applicants should contact the department/division offering the programme being applied for if they need advice about how to contact the Faculty Office.
- iv) Further information about deferred entry is available on the Prospective Students website. (See link at the end of this section).

1.4.3 Applications for Part-Time Study

Applications for undergraduate admission on a part-time basis will only be considered for a small number of undergraduate degree programmes. At UCL all undergraduate degree programmes are mostly taught during the day.

Back to: [table of contents](#)

Further guidance on applications for part-time study

- i) All applicants considering applying for part-time study are advised to check with the relevant Faculty Office about the availability of this option for the degree programme for which they are applying.
- ii) Applications for admission on a part-time basis should be submitted directly to UCL using the appropriate Faculty application form.

1.4.4 Applications from Students Registered at Other Higher Education Institutions

- i) Undergraduate affiliate applicants must be students registered at other Higher Education Institutions.
- ii) Undergraduate affiliate applicants should have completed at least two years' study at university and be fully enrolled at their home institution by the time they come to UCL.
- iii) Undergraduate affiliate applicants must satisfy UCL English Language requirements. During their period of affiliation, affiliate students do not qualify for a UCL Degree.

Further guidance on applications from students registered at other HE institutions

- i) In this context an Undergraduate affiliate student is a student from another university who has accepted an offer by UCL to enrol on an undergraduate affiliate programme and register on modules that are academically assessed.
- ii) Undergraduate affiliate students usually study on a full-time basis and can register to study for an academic year or, if appropriate, for the term or terms in which the course units they are undertaking are offered.
- iii) Departments/divisions may, at their discretion, accept an undergraduate affiliate student who has not completed at least two year's study at a university.

1.4.5 Exemption from dual registration regulations for affiliate students and students registered on joint, double/dual degrees

Undergraduate affiliate students and students registered on joint, double/dual degrees are exempt from UCL's Dual Registration regulations.

Back to: [table of contents](#)

Further guidance on exemption from dual registration regulations

Students can accept an offer of a place from UCL when they are still formally registered with another Higher Education Institution, or if they are re-sitting examinations. However, they may not formally register with UCL until they are no longer registered with another institution, having graduated or left.

1.4.6 Applicants with Disabilities

Applicants who have a disability should inform UCL of this on their application. This will ensure that any special requirements needed, can be put in place.

Further guidance on applicants with disabilities

- i) Applicants with disabilities should contact Student Disability Services if they have any general queries about facilities at UCL before submitting their application. (See link at the end of this section).
- ii) UCL endeavours to ensure equal access to all facilities and has made reasonable adjustments to UCL buildings when possible, noting that there are restrictions that are beyond UCL's control.

1.4.7 Applicants Under the Age of 18

UCL will consider for admission to its programmes applicants who will reach the age of 18 during or after their expected period of attendance. If a young applicant is offered a place, UCL has set in place procedures to protect young applicants and young students and the arrangements prescribed will be put in place prior to them enrolling at UCL as a 'young student'.

Further guidance on applicants under 18

In considering such applications departments must adhere to the procedural guidelines for the admission of applicants under the age of 18.

1.4.8 Applicants Transferring from Other Higher Education Institutions

All applicants studying at another higher education institution, including those who wish to transfer to a full-time undergraduate degree programme at UCL, whether to commence a new programme of study, or to enter direct into the second year of a degree programme, must apply through UCAS.

Further guidance on transferring from other HE institutions

All applicants studying at another higher education institution who wish to transfer to UCL should also refer to the regulations relating to dual registration (see 1.9).

Back to: [table of contents](#)

1.4.9 Criminal Record Disclosure

For a limited number of programmes, where students may potentially come into unsupervised contact with children and/or vulnerable adults, UCL will seek an enhanced disclosure certificate from the Disclosure and Barring Service. (See link at the end of this section).

Further guidance on criminal record disclosure

- i) The Disclosure and Barring Service is the Government agency established to provide employers and others with information about any criminal convictions that an individual might possess. Queries regarding criminal record disclosures for students should be referred to the Student Centre. (See link at the end of this section).
- ii) In addition to an enhanced criminal records review, some programmes require further checks under the provision of the Protection of Children Act and Protection of Vulnerable Adults Act. (See links at the end of this section).
- iii) Further details of these checks are available from the Disclosure and Barring Service (see link). UCL reserves the right to bar applicants or de-register students who are given an unsatisfactory review by the Disclosure and Barring Service.
- iv) Information about the programmes that require disclosure certificates and how these can be obtained is available from the Student Centre.

1.4.10 Applicants with Criminal Records

Disclosure of criminal records is mandatory and applicants with criminal records may be subject to some restrictions of activity to be decided on a case-by-case basis.

Further guidance on applicants with criminal records

- i) Applicants who apply via UCAS or using a UCL direct application form are required to declare on their application forms whether they have any criminal convictions and are advised that the offer of a place is subject to a satisfactory criminal records declaration being submitted.
- ii) Where appropriate, details of criminal convictions may be made available to personal tutors and/or Heads of Department/Division and others as appropriate.
- iii) Please see UCL's policy and procedures for applicants with criminal records for further information. (See link below).

Back to: [table of contents](#)

Links for Section 1.4

All links go to the UCL website, unless stated otherwise:

[Apply and track your application](#) – on the UCAS website

[Deferred entry](#)

[Student disability services](#)

[Disclosure and Barring Service](#) – on the Gov.UK website

[Student Centre](#)

[Protection of Children Act 1978](#) – on the National Archives website

[Safeguarding Vulnerable Groups Act 2006](#) – on the National Archives website

[Academic Manual: undergraduate admissions policy](#)

1.5 Accuracy of applicant information

Information provided by applicants is expected to be accurate and UCL reserves the right to refuse admission or, if already registered, terminate registration if information provided by an applicant is inaccurate or incomplete.

Further guidance on accuracy of applicant information

- i) If fraud is suspected, UCL will liaise, as appropriate, with relevant external bodies, including the police, and implement UCL's disciplinary procedures. (See link below.)
- ii) Applicants should note that UCL reserves the right to terminate a registered student's attendance if information provided by them is inaccurate or incomplete.

Link for Section 1.5

Links goes to the UCL website:

[Academic Manual: disciplinary code and procedure in respect of students](#)

1.6 Application decisions

Back to: [table of contents](#)

1.6.1 Offer of a UCL place via UCAS

UCL endeavours to ensure that all applicants who have applied by the 15 October/15 January deadlines will receive a decision via UCAS by 31 March in the calendar year of proposed entry, or a calendar year ahead for deferred entry applicants.

Further guidance on UCL places offered via UCAS

- i) Applicants can follow the progress of their application via the UCAS online application tracking facility. (See link at the end of this section).
- ii) Applicants are advised to consult UCAS for any changes in the deadline for the release of applications decisions.

1.6.2 UCL Offer of a Place

In addition to the UCAS decision a formal UCL offer will be made to the applicant by the relevant Faculty Tutor, together with formal notification of the applicant's fee classification.

1.6.3 Conditional Offer of a Place

Conditional offers based on future examination performance may be issued by UCL. In such circumstances, all conditions must be fulfilled by 31 August in the calendar year when the programme starts for the individual concerned.

Further guidance on conditional offers

Applicants are advised to note regulation 1.4.1 on declining examination results (see 1.41). Applicants who have requested re-marking of an A level paper should be aware that, irrespective of the outcome, if the re-mark is not available by 31 August in the year of entry, they will not be eligible for admission.

[Apply and track your application](#) – on the UCAS website

1.7 Accepting an offer of a place

1.7.1 UK-Based Applicants

All applicants for full-time undergraduate degree programmes will be informed by UCAS of the date by which they have to make a formal response to the offers they have received, either accepting them firmly or on an insurance basis, or declining them.

Back to: [table of contents](#)

Further guidance for UK-based applicants

- i) Applicants should be aware of the deadline both for applying for student accommodation and firm acceptance of an offer of admission in order to guarantee the allocation of a room.
- ii) Applicants should note that only those who have an offer of a place to study at UCL can apply for accommodation.
- iii) Further information about applying for student accommodation can be found on the Prospective Students website. (See the link at the end of this section).

1.7.2 Applicants Currently Studying at Other Higher Education Institutions (Affiliate applicants including Affiliate Programme Applicants from Overseas)

- i) For programmes starting in September/October, affiliate applicants have until 31 July in the calendar year of a programme to accept their offers formally.
- ii) For programmes starting in January, affiliate applicants have until 30 November of the preceding calendar year to accept their offers formally.

Further guidance on applicants studying at other HE institutions

- i) Affiliate applicants confirm or decline their acceptance of an offer of a place to study at UCL by completing the Offer Reply Form sent to them with their offer letter.
- ii) Applicants should be aware of the deadline both for applying for student accommodation and firm acceptance of an offer of admission in order to guarantee the allocation of a room.
- iii) Applicants should note that only those who have an offer of a place to study at UCL can apply for accommodation.
- iv) Further information about applying for student accommodation can be found on the Prospective Students website. (See the link at the end of this section).

1.7.3 Part-Time Applicants

Applicants for undergraduate part-time study should confirm their acceptance of an offer from UCL in writing directly to the relevant Faculty Office.

Further guidance on part-time applicants

Part time study applicants confirm or decline their acceptance of an offer of a place to study at UCL by completing the Offer Reply Form sent to them with their offer letter.

Back to: [table of contents](#)

1.7.4 Applicants for the University Preparatory Certificates for Science and Engineering and Humanities Programmes

Applicants for the University Preparatory Certificates for Science and Engineering and Humanities Programmes have until 7 July in the calendar year of a programme starting in September/October to decide upon their offers. (See link at the end of this section.)

Further guidance on applying for the University Preparatory Certificates

Applicants accepting the offer of a place on these programmes return the acceptance form provided with their offer to the UCL Centre for Languages and International Education. (See link below).

Links for Section 1.7

All links go to the UCL website, unless stated otherwise:

[University Preparatory Certificates](#)

[Student accommodation](#)

[Centre for Languages and International Education](#)

1.8 Appeal of entry decisions

UCL decisions on applications are final, and there is no right of appeal against them. UCL will consider a complaint against any decision only if there is evidence of an irregularity in the processing of the application in question.

Further guidance on appeals

- i) Decisions on the admission of applicants by the authorised UCL officers are final and there is normally no appeal against such decisions.
- ii) UCL will consider a complaint relating to an application for admission only if there is substantive evidence of an irregularity in the procedure under which the application has been processed.
- iii) For all applicants, in the first instance any complaint concerning an undergraduate application should be addressed to the Faculty Tutor of the Faculty concerned. If the complaint is against the Faculty Tutor, it should be addressed to the Dean of Students (Academic) or another senior member of administrative or academic staff should there be any conflict of interest.

1.9 Dual registration

Back to: [table of contents](#)

- i) Formal registration at UCL at another institution is permissible for affiliate students and students enrolled on joint or double/dual degree programmes delivered in collaboration with another institution
- ii) All other students are not permitted to be formally registered for a programme of study at UCL at the same time as being formally registered (or re-sitting examinations) for another programme of study at UCL or any other Higher Education Institution.

Further guidance on dual registration

Students can accept an offer of a place from UCL when they are still formally registered with another Higher Education Institution, or if they are re-sitting examinations. However, they may not formally register with UCL until they are no longer registered with another institution having graduated or left.

1.10 Admission to UCL

1.10.1 Confirmation of an Offer Made by UCL via UCAS

UCAS applicants who firmly accept an offer of a place at UCL have their places confirmed through UCAS as and when any conditions attached to the offer are satisfied. (See link at the end of this section.)

Further guidance on offers made by UCL via UCAS

- i) The A level results are received by UCL from the qualifications awarding bodies via UCAS usually on the second Sunday in August.
- ii) These are loaded into UCL's admissions system electronically.
- iii) Admissions Tutors pass the recommendation made on the basis of these results to Faculty Offices and these are processed through UCAS after discussion with the Dean of Students (Academic).
- iv) If any conditions of any offer have not been met, applicants should contact the UCL department that runs their chosen programme of study by telephone as soon as possible to ascertain whether they may still gain admission.

1.10.2 Confirmation of an Offer Made by UCL Not Via UCAS

Applicants successfully applying for the University Preparatory Certificate for Science and Engineering (UPCSE), part-time Students, affiliate students and intercalating students who have received an offer of a place directly from UCL should confirm their acceptance in writing.

Back to: [table of contents](#)

Further guidance on offers made by UCL not via UCAS

Applicants should also refer to UCL's proof of identity and immigration requirements. Further details about UCL's Points Based Immigration Policy can be found on the Prospective Students website. (See link at the end of this section).

1.10.3 Proof of Identity

All students are required to present an accepted form of identification, as determined by UCL, for verification before they can be enrolled. In the absence of this verification, enrolment will not be confirmed.

1.10.4 UK/EU/EEA-Based Students

UK/EU/EEA Based Students are required to present an accepted form of identification for verification before they can be enrolled. In the absence of this verification, enrolment will not be confirmed.

Further guidance on UK/EU/EEA-based students

UCL's preferred form of identification is a valid passport. However, in the absence of a valid passport, the following will be accepted forms of identification for students who do not require a visa to study in the UK.

- i) A UK photo driving licence, Armed Forces Identity Card or a European National Identity Card. Or
- ii) An original Birth Certificate, Adoption Certificate, Deed Poll Certificate or Certificate of Naturalisation.
- iii) If the family name or other personal details are different from those on the document provided, proof of the reason for any differences will be required at enrolment. This should be in the form of a marriage certificate/civil partnership certificate, divorce document, deed poll, adoption certificate or statutory declaration.
- iv) No other forms of identification are acceptable.

1.10.5 Students Who Require a Visa to Study in the UK

- i) Under the Points Based Immigration System, presentation of a valid passport is a mandatory requirement for students who require a visa to study in the UK, and no other forms of identification will suffice. (See link below).
- ii) Enrolment will not take place without presentation of a valid passport and an appropriate visa.

Back to: [table of contents](#)

Links for Section 1.10

All links go to the UCL website, unless stated otherwise:

[Apply and track your application](#) – on the UCAS website

[International student applications](#)