



MASTER'S DEGREE PROGRAMMES

FREQUENTLY ASKED QUESTIONS

Which Master's degree programmes does The Bartlett have?

We currently offer 58 Master's degree programmes. Our departments are:

- [Bartlett Development Planning Unit](#) (7 degrees)
- [Bartlett Real Estate Institute](#) (2 degrees)
- [Bartlett School of Architecture](#) (18 degrees)
- [Bartlett School of Construction and Project Management](#) (4 degrees)
- [Bartlett School of Planning](#) (11 degrees)
- [Centre for Advanced Spatial Analysis](#) (4 degrees)
- [UCL Energy Institute](#) (2 degrees)
- [UCL Institute for Environmental Design and Engineering](#) (4 degrees)
- [UCL Institute for Global Prosperity](#) (1 degree)
- [UCL Institute for Innovation and Public Policy](#) (1 degree)
- [UCL Institute for Sustainable Heritage](#) (3 degrees)
- [UCL Institute for Sustainable Resources](#) (1 degree)

Do you offer Postgraduate Certificate or Postgraduate Diploma programmes?

Yes, five of our Master's degree programmes have a Postgraduate Certificate version (60 credits) available. Twenty of our Master's degrees have a Postgraduate Diploma version (120 credits) available. Please check the departments listed above. Postgraduate Certificates are short 'conversion' programmes based mainly on undergraduate material and usually taken by people who already have a Bachelor's degree in another field of study. They normally take six months to complete. Postgraduate Diplomas have a more advanced level of undergraduate material and they take a year to complete.

What is the difference between an MA, MArch, MLA, MPA, MPlan, MSc and MRes?

All of these qualifications are taught Master's degrees, except for the MRes. Taught Master's degrees have considerably more intensity and complexity of study than undergraduate degrees, postgraduate certificates and postgraduate diplomas. Taught Master's degree students must complete an in-depth research project toward the end of their programme, known as a Dissertation.

One year of study (180 credits)

Master of Architecture (MArch) [Architectural Design]
Master of Architecture (MArch) [Urban Design]
Master of Arts (MA)
Master of Public Administration (MPA)
Master of Science (MSc)

15 months of study (180 credits)

Master of Architecture (MArch) [Design for Manufacture]
Master of Architecture (MArch) [Design for Performance and Interaction]

21 months of study (300 credits)

Master of Planning (MPlan)

Two years of study (300 credits)

Master of Architecture (MArch) [Architecture ARB/RIBA Part 2]
Master of Architecture (MArch) [Bio-Integrated Design]

Master of Landscape Architecture (MLA)

The Master of Research (MRes) has more independent research involved and focuses more on teaching how to research. It is one year of study (180 credits).

Which of these programmes is right for me?

Please see the [UCL Graduate Prospectus](#) for information on which subjects each programme covers, along with the skills development and employability offered. You may also view the [UCL Module Catalogue](#), which you can filter by Department to see information on the modules they offer.

At the bottom of each programme page in the prospectus you will see who to contact for that particular programme. Also, The Bartlett Faculty Office can help you. If you are interested in an MA, MArch or MLA degree, please e-mail Mrs Thea Heintz at t.heintz@ucl.ac.uk or telephone +44 (0)20 3108 9638. If you are interested in an MPA, MPlan, MSc or MRes programme, please e-mail Mr Ian Lewis at bartlett.pgclerk@ucl.ac.uk or telephone +44 (0)20 3108 9018.

Who studies for a Master's degree at The Bartlett?

We want a more diverse student community than we have and so are very interested to hear from people who would like to become part of UCL and are from currently under-represented groups. These include: Black and Minority Ethnic people; those that live in less advantaged areas; people who attended a state school; those with a disability or a learning difficulty. Having a more diverse student community will help us produce better research and teaching.

In The Bartlett at present, about 72% of Home fee-status Master's degree students are White and 27% are Black and Ethnic Minority. Our overseas fee status Master's degree student population is around 10% White and 90% Black and Ethnic Minority.

We do not have statistical information on what type of school our Master's degree students attended. For our undergraduate students, about 25% went to an independent school and 71% to a state school. The other 4% do not have their school type recorded.

People with a declared disability or a learning difficulty represent about 6% of Master's degree students in The Bartlett.

Around 16% of our Master's degree students study part-time. The average age of our Master's degree students is 25 (mean), 24 (median), 22 (mode).

Which qualifications do I need to apply for a Master's degree at The Bartlett?

Please check the individual programmes in the [UCL Graduate Prospectus](#), as the entry qualifications vary. For some, you need to have at least a lower second-class (2:2) Bachelor's degree but for others you will need an upper second-class (2:1) Bachelor's degree. For most of our Master's degrees, we do not specify which subject your Bachelor's degree needs to be. For some of our Master's degrees you will need professional experience. Again, this will be noted on the individual programme web page in our Graduate Prospectus.

I do not have British qualifications. Which international qualifications are required to apply for a Master's degree at The Bartlett?

Please visit the International Students part of the [UCL website](#) to see how your qualifications compare to a British lower second-class (2:2) and upper second-class (2:1) Bachelor's degree.

English is not my first language. Do I have to pass an English test to apply for a Master's degree at The Bartlett?

Yes. Please visit the International Students part of the [UCL website](#) to see which tests we accept and how to take them. The test has to be passed within the two years before the start of your Master's degree. So if your Master's will start in September 2020, you need to have passed the English test after September 2018.

You will not have to take a test if you can prove that you have studied for at least a year – and been successfully awarded a qualification – in a country that UCL considers to be '[majority English speaking](#)'. Again, this study needs to be within the two years before the start of your UCL Master's degree.

You will not have to take a test if you can prove that you have been employed for at least a year and a half in a country that UCL considers to be 'majority English speaking'. Again, this employment needs to be within the two years before the start of your UCL Master's degree.

How much does a Master's degree at The Bartlett cost?

The tuition fees amount for each programme is shown on the [UCL Graduate Prospectus](#). The fees vary depending on whether you study full- or part-time and whether you are a UK or an Overseas student. Full-time study for a UK student studying a Master's degree at The Bartlett currently ranges from around £9,000 up to £16,000 a year. Part-time study is about half that. Students starting in September need to pay at least one third of the annual fee before the end of October. The second third needs to be paid by early February and the last third before May.

Please see the UCL Students website for the [fee schedules](#), which provide details of the tuition fees for each programme offered by UCL. You can search for specific programmes and the fees shown are for full-time and/or part-time study. You can also find out how your [fee status](#) is determined.

Please note that students on certain degree programmes will incur some additional costs not covered by their tuition fee; for example, for specialist equipment, artists' materials, books or costs related to carrying out fieldwork. In the [UCL Graduate Prospectus](#), each programme has an 'Additional Costs' section which will give you an idea of how much students on that programme typically need to pay for things like design equipment or fieldwork. Please check this.

What if I can't afford it?

We recognise that there are prospective students with the potential and qualities needed to succeed academically, but who simply cannot afford the financial costs of studying for a degree. The Bartlett plans to offer scholarships specifically for under-presented groups, including those of a lower-income background. We hope to put these in place over the next few years. In the meantime, there are sources of funding you can apply for. Also, some students are fortunate to be sponsored by their employer, while others may combine part-time study with part-time work. Competition for funding is intense, however, and most do not take into account financial need. They are awarded on the basis of academic excellence.

Please view the relevant [department website](#) to see if they offer a scholarship specifically for the Master's degree programme you wish to study. These will be advertised there, if they do.

There are other sources of funding for Master's degree students that you may be eligible for. Please see the [Fees and Funding](#) part of the UCL website for further information.

You are very welcome to contact The Bartlett Faculty Office if you want advice on funding your Master's degree studies at UCL. If you are interested in an MA, MArch or MLA degree, please e-mail Mrs Thea Heintz at t.heintz@ucl.ac.uk or telephone +44 (0)20 3108 9638. If you are interested in an MPA, MPlan, MSc or MRes programme, please e-mail Mr Ian Lewis at bartlett.pgclerk@ucl.ac.uk or telephone +44 (0)20 3108 9018.

How much does it cost to live in London?

The cost of living while studying a Master's degree at UCL is estimated at around £20,000. This figure is intended as a guide and includes accommodation, food, travel and other day-to-day costs, all of which vary. It is based on a postgraduate student living and studying in London for the 52-week academic year (2018/19). Please refer to the UCL Graduate Admissions website for more about [living in London](#).

How long does a Master's degree take to complete?

Full-time study of a Master's degree generally takes one year to complete but a small number take longer. Postgraduate Diploma programmes generally take nine months to complete and Postgraduate Certificate programmes four months. Please check the [Graduate Prospectus](#) page of the particular programme you are interested in.

Can I study part-time?

Yes. Most of our Master's degree have a part-time study option. These are usually two years in length. However, please note that UK law does not allow students with a Tier 4 study visa to be part-time.

Some of our Master's degrees have an option called modular/flexible study. This option allows students to take between one and five years to complete the degree. They can choose which terms they want to attend, as long as they complete the whole programme within five years. The term dates for [2019/20](#) and [2020/21](#) are listed on the Life at UCL website.

Does The Bartlett offer distance learning?

There are an increasing number of distance learning programmes available at UCL but at present The Bartlett does not offer this option.

How often do I need to attend UCL while studying a Master's degree?

Students must attend all of the lectures, seminars and other scheduled teaching and learning events of their Master's degree programme. Typically, lectures and seminars occur on two days per week during [term time](#). Part-time students usually have lectures and seminars on one day per week. During the summer vacation, Master's degree students are expected to be studying for their dissertation and to be based at UCL or, if not, to apply for Study Away from UCL.

Can I work while studying?

We understand that some students need to work in order to be able to afford their tuition fees. However, it is important to ensure that your studies will not suffer because of your work commitments. You will need to be sure that you are available for the timetabled elements of your studies, and that you allocate enough time each week for studying. Your tutors will be concerned to ensure that you achieve your best in your academic work, but will understand that many graduate students have other commitments in their life, such as family.

Please note that students on a Tier 4 study visa may work for up to 20 hours per week, including paid or unpaid work.

UCL Careers advertise jobs for current students on their [website](#).

What support does UCL offer disabled students?

UCL welcomes applications from disabled students. Our aim is to promote and implement an inclusive learning and teaching environment, allowing students to study as independently as possible during their time at UCL. Please visit the [Support and Wellbeing](#) part of the UCL website for information on the support available for students with learning difficulties, disabilities and long-term health conditions.

If you tell UCL Graduate Admissions about a disability on your application this will help them ensure UCL can meet your needs and will prompt them to send you more information about UCL services. UCL Student Disability Services are happy to arrange information visits to UCL so that you can find out more about the physical environment and facilities or discuss support arrangements with them in person. If you are a wheelchair user or are mobility-impaired it is important to visit, if you can, before you apply as the design of some of our older buildings may make access to some departments difficult. If you would like to discuss your individual needs or have questions about the support that might be available to you, you are very welcome to contact UCL Student Disability Services at any stage of the application process, by e-mailing disability@ucl.ac.uk or by telephoning +44 (0)20 7679 0100.

Where are the Master's degree programmes taught?

The main UCL campus is located in [Bloomsbury](#), which is in central London. Almost all of the Master's degrees in The Bartlett are taught there.

If you study one of the programmes below, you will be based at [Here East](#). This is 5.5 miles (8.8 km) from our Bloomsbury campus and about 40 minutes by public transport.

- Bio-integrated Design MArch
- Bio-integrated Design MSc
- Design for Manufacture MArch
- Design for Performance and Interaction MArch
- Situated Practice MA

- Healthcare Facilities MSc

- Learning Environments MSc

How do I apply for a Master's degree at The Bartlett?

You can apply online via our [Graduate Prospectus](#) (there is an 'Apply Now' button at the bottom of the page of each Master's degree programme). It is also advisable to see if there is funding you can apply for, to pay for the tuition fees or living costs. UCL's online application portal is called Portico. When you submit an application you will be given a Student Number. You can then log into Portico any time, to see the progress of your application and if we have asked you to take any action.

What do I need to include in my application?

Our Admissions Tutors will be looking for good grades and good references. They will be looking for applicants who have: a knowledge of and commitment to the subject discipline; a good attitude to learning and personal development; the ability to articulate themselves fluently and accurately in writing.

Application fee

There is a £75 processing fee for online applications to our Master's programme. For paper applications the fee is £100. Please note that the Project and Enterprise Management MSc has a £150 processing fee.

Please note that application fees are non-refundable. If you apply for more than one programme, the fee is payable for each application submitted.

Academic transcripts

When completing the online application form, you will need to upload a copy of your Bachelor's degree transcript, showing which modules you took and the grades you got. If you do not have these, you can request them from the university where you studied. If you are currently studying and haven't been awarded the degree yet, you need to upload an 'interim' transcript that shows the modules and grades you have so far. Please note that if your documents are not in English, you must also upload a full translation of each document - prepared by your university or a registered translator. You must not translate the documents yourself. Please see the Prospective Student part of the UCL website for further information on [academic transcripts](#).

English language requirements

You do not need to provide proof of English language proficiency at the application stage. If we want to make you an offer of study, we will request proof then.

Personal statement

The Admissions Tutors will be looking for a written personal statement that displays passion for the subject area while demonstrating motivation, enthusiasm, and the skills and experiences that will enable you to succeed at university. Please let us know why you want to undertake the programme; what your academic interests are; why do you wish to study at UCL; if you have any relevant work experience; if you have completed any extracurricular and voluntary activities relevant to the programme; and what your career aspirations are.

References

At least one of your references must be academic: from someone who has taught you at degree level. Ideally both references will be academic but one may be from a professional.

You will be asked to enter the details of your referees in your application form. When you submit the application they will automatically be sent an email asking them to write a reference for you and to submit it online. Please ensure you have spoken to your chosen referees prior to this so they are expecting the invitation and are happy to provide a reference for you online. Please note that we cannot consider your application until we have both references, so you will need to check in the application portal to see if your references have been submitted and to ensure that both references are received in good time.

When providing the email address for your referee please use an academic or professional one rather than a personal one, e.g. john.smith@university.ac.uk rather than johnsmith@hotmail.com.

You can use the application portal to check if references have been sent, to resend reference requests, and to change who your referees are.

Can I get help with completing the application?

One of the conditions of submitting an application to study at UCL is that you will submit your own application and are not using an agent to do so on your behalf. That is, you must write the application yourself. Of course, you may ask advice from others on what to include. If you completed a Bachelor's degree fairly recently you may wish to ask the academic who supervised your dissertation, or one of the other academics who taught you, to take a look at a draft of your application, particularly the personal statement. However, we will need to see you prove your academic potential and so the application you submit must be primarily the result of your own efforts. If you do not know anyone who is able to offer advice on what to include in a Master's degree application, please be guided by the information in the UCL Graduate Prospectus on writing a [personal statement](#).

How long will it take for a decision to be made on my application?

UCL aims to make a decision within six weeks of receiving your complete application, academic transcripts and both references. *However and importantly*, please note that it often takes three or four months to make a decision because staff have many applications to consider, as well as their teaching, research and managerial responsibilities. You are therefore strongly advised to find out which is the best degree programme for you and apply online well in advance of when you want to start your Master's.

How will my application be assessed?

UCL Graduate Admissions will perform some initial checks (references, transcripts, fee status and any disability declaration) before passing your application to The Bartlett Faculty Office who will then check you have included a personal statement and that your references are from appropriate people. Your application is then passed to the Admissions Tutor or Programme Leader. If we want to interview you, the Admissions Tutor or Programme Leader will contact you to arrange this. Interviews may be in person or by Skype. They will then make a recommendation. Please note that only the Graduate Admissions Office is able to make you an official, binding offer. They will e-mail you when this has been confirmed.

The decision is based on an assessment of your personal statement, academic record, references, interview performance and how well your academic interests and experience fit with the programme you have applied for.

When do the Master's degree programmes start?

Our Master's degree programmes generally start in late September, when we hold our welcome and induction sessions. It is also when most scholarships start. A small number start in January. Please check the [Graduate Prospectus](#) page of the particular programme you are interested in.

Can I visit in person to talk to staff about my application and/or tour the facilities?

Unfortunately, we are not able to speak to prospective students in person, simply because we have such a large volume of applicants. You are very welcome to telephone The Bartlett Faculty Office to discuss any aspects of our Master's degree programmes. However, academic staff are usually contactable by e-mail only, as they are engaged in teaching and researching. We do occasionally hold [Graduate Open Days](#) and you can explore the UCL campus by [booking](#) onto one of our guided tours or signing up for a self-guided tour.

To find out the date of our next Graduate Open Day, please contact The Bartlett Faculty Office.

If I cannot take up my offer of a place can I defer it to next year?

It is not usually a problem to defer your offer of a place to the following year. Applicants will need the authorisation of the Admissions Tutor for their programme of study. The Graduate Admissions Office will need to issue a renewed and updated offer letter. To request a deferral, applicants should e-mail The Bartlett Faculty Office. For MA, MArch or MLA programmes, please e-mail Mrs Thea Heintz at t.heintz@ucl.ac.uk. For MPA, MPlan, MSc or MRes programme, please e-mail Mr Ian Lewis at Bartlett.pgclerk@ucl.ac.uk.

Do I need a visa to study at UCL?

If you are not from the European Economic Area or Switzerland (including dual nationals) and are coming to study in the UK for more than 6 months then you will require a Tier 4 Student visa. The Immigration and Visas section of the UCL website gives detailed instructions on how to apply. Please note that the earliest

you can submit an application is three months before the start date of your programme. If you submit an application earlier than this you will automatically be refused.

Before you can apply for a visa, UCL needs to issue a Confirmation of Acceptance for Studies (CAS) number to you. This is a unique 14 digit reference number which UCL Graduate Admissions will e-mail to you along with additional information you will need from UCL to make a Tier 4 visa application. A CAS number is valid for use for 6 months from the date it was issued. It can be used only once for a single application.

If you have a conditional offer, you must meet all the conditions before we can send you a CAS number. Once you meet all the conditions, UCL Graduate Admissions will issue an Unconditional Offer to you. When you accept this, we can send you the CAS number.

For further information on Immigration and Visas, please see the [UCL website](#).

Is there accommodation available at UCL?

Many Master's degree students live in private accommodation rather than UCL accommodation. Information and free legal advice is available from the [University of London Housing Service](#). Also, UCL collaborates with a number of [independent organisations](#) offering private accommodation to students in London.

Master's degree students only qualify for [UCL accommodation](#) if they are registered for full-time study, have Overseas fee status, have never lived in London before while studying at university, and apply before 30th June.

How do I find out what I need to do in my first week at UCL?

Over the summer (June to August), The Bartlett Faculty Office e-mails everyone we have made an offer of study to, with information on our welcome and induction events. Also, Graduate Admissions will send everyone who accepts an offer of study information on how and when to enrol at UCL. The New Students part of the UCL website has information on how to [pre-enrol](#) before you get here and how to complete [enrolment](#) once you arrive at UCL.

If I am studying a Master's degree at another university, can I spend some time researching at UCL?

Yes, you can apply as an Affiliate student, which is someone who is registered for a qualification elsewhere but wishes to study at UCL for academic credits. You can study at UCL for a whole year but most Affiliate students choose to study for just the Autumn (Fall) term from September to December or the Spring/Summer terms (January to June). Affiliate study is usually available on a full-time basis. You should normally have studied for at least two years at university level and must satisfy UCL's academic entry requirements and, where appropriate, its English language proficiency requirements.

The Bartlett offers two subjects: [Architecture](#) and [Planning](#).

If you want to visit for less than one term, you may be interested in our Summer School, where students can join us for three or six weeks over the UK summer. Please see the 'Geography and the Built Environment' section of the [UCL Summer School](#) website to see which modules are available.

Who can help if I have other questions about Master's degree study at The Bartlett?

You are very welcome to contact The Bartlett Faculty Office.

If you are interested in an MA, MArch or MLA degree, please e-mail Mrs Thea Heintz at t.heintz@ucl.ac.uk or telephone +44 (0)20 3108 9638.

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