



## UNDERGRADUATE DEGREE PROGRAMMES

### FREQUENTLY ASKED QUESTIONS

#### **Which undergraduate degree programmes does The Bartlett have?**

We currently offer ten undergraduate degree programmes:

- [Architectural and Interdisciplinary Studies BSc](#)
- [Architectural and Interdisciplinary Studies with a Year Abroad BSc](#)
- [Architecture BSc](#)
- [Architecture MSci](#)
- [Engineering and Architectural Design MEng](#)
- [Project Management for Construction BSc](#)
- [Project Management for Construction \(Sandwich\) BSc](#)
- [Urban Planning and Real Estate BSc](#)
- [Urban Planning, Design and Management BSc](#)
- [Urban Studies BSc](#)

#### **What is the difference between a BSc, MEng and MSci?**

*Bachelor of Science with Honours (BSc) 360 credits*

This degree is three years of study and is awarded to students who have developed an understanding of a complex body of knowledge, analytical techniques and problem-solving skills.

*Master of Engineering with Honours (MEng) 480 credits*

This degree is four years of study. The first three years are at the same level as a Bachelor's with Honours degree. The fourth year is at a higher level. It has considerably more intensity and complexity of study, with students needing to complete an in-depth research project toward the end of their programme, known as a Dissertation.

*Master of Science (MSci) 600 credits*

This degree is five years of study. The first three years are at the same level as a Bachelor's with Honours degree. The fourth and fifth years are at a higher level. They have considerably more intensity and complexity of study. In the fourth year, student need to complete an in-depth research project, known as a Dissertation. The fifth year of the programme is spent outside UCL, in a working placement in an architectural company or practice.

#### **Which of these programmes is right for me?**

Please see the [UCL Undergraduate 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 Built Environment Faculty Office can help you. Please e-mail Ms Chris Cutbush at [c.cutbush@ucl.ac.uk](mailto:c.cutbush@ucl.ac.uk) or telephone +44 20 3108 9637.

#### **Who studies for an undergraduate 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.

At present about 54% of our Home fee status undergraduate students are White and 43% are Black and Ethnic Minority. The overseas fee status undergraduate student population at The Bartlett is around 12% White and 86% Black and Ethnic Minority.

25% of our undergraduate students 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 the undergraduate students in the Built Environment Faculty.

Around 0.5% of our undergraduate students study part-time. The average age of our undergraduate students is 19 (mean), 18 (median), 18 (mode).

## **Which qualifications do I need to apply for an undergraduate degree at The Bartlett?**

### *A-levels*

Please check the individual programmes in the UCL [Undergraduate Prospectus](#), as the entry qualifications vary. Five of our undergraduate degrees require AAB at A-level, four require ABB and one requires AAA. Two of your A-levels have to be on UCL's [approved list of subjects](#). Please note that we do not recognise General Studies and Critical Thinking for admissions purposes.

### *GCSEs*

You will need to have English Language and Mathematics at grade C or 5. If you are a UK-based student, you also need to have a grade C or 5 or equivalent in a foreign language (other than Ancient Greek, Biblical Hebrew or Latin). If you do not, you will need either to attend a [Modern Foreign Language Summer School](#) arranged by UCL prior to enrolment or take a 15-credit [Modern Foreign Language](#) as one of your module choices when you enrol. Exceptionally, the UCL Centre for Language and International Education may allow a student to enrol in an [evening class](#).

Please note that our Engineering and Architectural Design MEng has an additional requirement. You will need to have Mathematics and Physics (or Double Award) at grade A or 7 if not offered at A-level.

### *Contextual offer*

UCL run an alternative offer scheme for students from groups that are currently underrepresented, called Access UCL. If you are eligible for Access UCL you do not need to do anything in addition to the standard UCAS application: your application will be automatically flagged when we receive it. Under the terms of this scheme, all of our undergraduate degrees require BBB at A-level, except Engineering and Architectural Design MEng, which requires ABB. The GCSE requirements are the same as for our standard offers. Please see our Undergraduate Prospectus to see if you qualify for [Access UCL](#).

### *International Baccalaureate*

Please check the individual programmes in the UCL [Undergraduate Prospectus](#), as the entry qualifications vary. Five of our undergraduate degrees require 36 points, four require 34 points and one requires 38 points. Under the terms of the Access UCL scheme, all of our undergraduate degrees require 32 points, except Engineering and Architectural Design MEng, which requires 34 points.

### *Other UK qualifications*

Please see the [Undergraduate Prospectus](#) page of the programme you are interested in. There is section called 'UK applicant qualifications' where you can see which other UK qualifications we accept.

## **I do not have British qualifications. Which international qualifications are required to apply for an undergraduate degree at The Bartlett?**

Please see the [Undergraduate Prospectus](#) page of the programme you are interested in. There is section called 'International applications' where you can select your country and see which equivalent qualifications we accept.

## **English is not my first language. Do I have to pass an English test to apply for an undergraduate 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 undergraduate degree. So if your undergraduate degree 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 undergraduate 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 undergraduate degree.

You will not have to take a test if you can prove that you have completed a school leaving qualification containing English, which UCL considers to meet the [CEFR B2 level](#) in all four skills. Again, this needs to be within the two years before the start of your undergraduate degree.

### **How much does an undergraduate degree at The Bartlett cost?**

Undergraduate degree tuition fees are the same across England and Wales. They are set by the UK government. The level of fee will depend upon whether you're classed as a UK, EU or Overseas student. This will be confirmed if you are offered a place at UCL. Fees for a UK/EU student are currently £9,250 a year. Overseas fees are currently £25,770 a year. 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 Undergraduate 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. 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 undergraduate programme you wish to study. These will be advertised there, if they do.

There are other sources of funding for undergraduate 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 Built Environment Faculty Office if you want advice on funding your undergraduate degree studies at UCL. Please e-mail Ms Chris Cutbush at [c.cutbush@ucl.ac.uk](mailto:c.cutbush@ucl.ac.uk) or telephone +44 20 3108 9637.

### **How much does it cost to live in London?**

Budgeting for your living and day-to-day expenses while you are studying will vary according to your personal needs and wants. Please see the [Living Expenses and Additional Costs](#) section on the UCL Undergraduate Prospectus for details.

### **How long does an undergraduate degree take to complete?**

Please check the [Undergraduate Prospectus](#) page of the particular programme you are interested in. The standard length is three years, but some of our undergraduate degrees take four years, and one of them takes five years.

### **Can I study part-time?**

Unfortunately we are not able to offer a part-time option for our undergraduate degrees.

### **Does The Bartlett offer distance learning?**

There are an increasing number of distance learning programmes available at UCL but at present the Built Environment Faculty does not offer this option.

### **How often do I need to attend UCL while studying an undergraduate degree?**

Students must attend all of the lectures, seminars and other scheduled teaching and learning events of their undergraduate degree programme. Typically, lectures and seminars occur on two days per week during [term time](#).

### **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 study. 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 with a Tier 4 Study Visa may work for up to 20 hours per week.

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 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](mailto:disability@ucl.ac.uk) or by telephoning +44 (0)20 7679 010

### **Where are the undergraduate degrees taught?**

The main UCL campus is located in Bloomsbury, which is in central London. All but one of the undergraduate degrees at The Bartlett are taught there. The [Bartlett School of Architecture](#) is located at 22 Gordon Street, London WC1H 0QB. The [Bartlett School of Construction & Project Management](#) is located at 1-19 Torrington Place WC1E 7HB. The [Bartlett School of Planning](#) is located at 14 Upper Woburn Place, London WC1H 0NN.

If you study our Engineering and Architectural Design MEng, 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.

### **How do I apply for an undergraduate degree?**

Applications are made online to UCAS (Universities and Colleges Admissions Service). Their [website](#) gives details on how to complete the form. If you are at school or college, you will need to ask your tutor or careers advisor for a 'buzzword', which lets UCAS know which school or college you attend. Your tutors or career advisor need to provide a reference for you. They can do this online once you have completed the application form. Your referee will send the completed form to UCAS for you.

If you are not currently attending a school or college you need to apply online independently and are responsible for paying the correct application fee, for providing details of an academic referee and for submitting the completed application online to UCAS. Your referee must be someone who knows you well enough to write about you and your suitability for higher education. UCAS will not accept references from family, other relatives or friends.

International students should apply to UCAS using the same process as a UK or EU student.

### **What is the deadline for applying to an undergraduate degree at The Bartlett?**

The following dates are for all applicants, regardless of where you are applying from:

*1st September 2019:* Opening date for the receipt of applications for entry in September 2020;

*15 January 2020:* Last date for receipt of applications to most of The Bartlett undergraduate programmes. We sometimes have programmes with a later deadline, so please check the [prospectus](#) page of the particular programme you are interested in.

*30 June 2020:* This is UCAS's last date for receipt of applications. Any applications received after this are held by UCAS and are not forwarded to institutions.

### **Can I revise my application after I've submitted it?**

Please take care to ensure that your application is complete and accurate when you submit it. Generally speaking, there should be no need to amend the personal statement, references or grade predications provided in the reference. We will accept revisions and additional information only if we have not yet made a decision on your application and it is before 15<sup>th</sup> January.

We only accept revisions to predicted grades if your school or college provides a statement that an administrative error occurred on the part of the school or college.

### **Can I defer entry?**

Yes, our rules allow you to apply for deferred entry and you will be considered a year ahead of the normal application timetable. Please be sure to include your reasons for wishing to defer your entry in your personal statement, as this will aid our Admissions Tutors in their considerations.

### **Application fee for 2020 entry**

UCAS will charge an [application fee](#) for 2020, which will be shown on the UCAS website as soon as it is available.

For guidance, for 2019 entry the fee was £18 for a single choice and £24 for those wishing to apply to two or more institutions (up to a maximum of five).

You pay your application fee either by credit or debit card online, or by paying your school/other registered centre who will then pay UCAS on your behalf.

### **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.

#### *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.

### English language requirements (for international applicants)

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.

### Reference

If possible, your referee should be someone who knows you academically and can talk about your work ethic, interaction with other students and your suitability for higher education or a future career. If you are at school or college, or left recently, please ask your tutor, teacher, principal or head teacher. If you left education years ago, please ask an employer, volunteering supervisor or trainer. Don't ask family, friends, partners or ex-partners though – if you do your application may be cancelled!

### **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 are at school or college, or left recently, you may wish to ask your tutor, teacher, principal or head teacher 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. Please be guided by the information on the [UCAS website](#) for [choosing a referee](#) and writing a [personal statement](#).

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

As soon as a decision on your application has been reached, you will be notified by UCAS. If you are offered a place, UCL will also contact you to let you know. As some of our programmes attract large numbers of applications, it may be some time before you receive a decision.

If you apply before 15<sup>th</sup> January, you will be notified of our decision before the 1<sup>st</sup> May.

### **How will my application be assessed?**

On receipt of your application at UCAS, you will receive an acknowledgement from UCAS and, subsequently, an acknowledgement from UCL. Your acknowledgement from UCAS will include your UCAS personal identity number. Please quote this in all correspondence with UCAS or UCL.

Following initial checking of your application to ensure you meet the essential academic requirements of UCL and the programme for which you have applied, your application will be forwarded to the relevant admissions selector for consideration.

Your application will be assessed on the basis of your personal statement and your referee's report as well as on your past and predicted academic performance. Our Admissions Tutors will assess your academic potential, your motivation for studying your chosen degree, as well as core skills that are required for the programme.

For some programmes there may be a further selection task, such as a piece of written work or portfolio. If we need you to do any of these tasks we will get in touch with you.

### **Can I appeal against the decision?**

Decisions on the admission of applicants are final and there is normally no right of appeal against them. We will only consider a complaint relating to an application for admission if there is substantive evidence of irregularity in the processing procedure. If a formal complaint is made concerning an undergraduate application, it should be addressed to the Senior Tutor, Professor Aeli Roberts by e-mailing [a.roberts@ucl.ac.uk](mailto:a.roberts@ucl.ac.uk)

### **When do the undergraduate degree programmes start?**

Our undergraduate degree programmes start in late September, when we hold our welcome and induction sessions.

### **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 Built Environment Faculty Office to discuss any aspects of our undergraduate programmes. However, academic staff are usually contactable

by e-mail only, as they are engaged in teaching and researching. We do occasionally hold [Undergraduate 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.

### **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 for a Tier 4 Student visa. 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?**

UCL guarantees accommodation for First Year students if they: chose UCL as their firm choice; asubmitted their application by 31st May (in the year of study); have not previously lived in London whilst studying at a university. If you don't meet these criteria (for example, you hold UCL as an insurance offer), you may still be able to get UCL accommodation, but is it not guaranteed. Please view the [accommodation](#) we have and then [apply online](#).

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

UCL 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 an undergraduate degree at another university, can I spend some time studying 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 Built Environment Faculty offers three subjects: [Architecture](#), [Planning](#) and [Project Management for Construction](#).

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 undergraduate degree study at The Bartlett?**

You are very welcome to contact the Built Environment Faculty Office. Please e-mail Ms Chris Cutbush at [c.cutbush@ucl.ac.uk](mailto:c.cutbush@ucl.ac.uk) or telephone +44 20 3108 9637.