

**University of Surrey School  
of Medicine - BMBS  
Admissions Process Policy**

**2025 entry**

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## 2 Governance

A specific Medicine Admissions Review Group (MARG) will operate in relation to admissions to the BMBS programme. Reports from the Group will be made available to the University Board of Studies and recommendations for changes will be taken to the University Admissions Steering Group for approval. The BMBS MARG will be chaired by the Admissions Lead or Deputy Admissions Lead for the School of Medicine with representation from relevant academic leads, central admissions and Professional Services staff.

Commented [B(1)]: could this be abbreviated as you've explained it above ie MARG?

Commented [B(2)]: or their deputy?

The School of Medicine Admissions policy has been developed in accordance with the University Policy and with the standards set out by the General Medical Council (GMC) [Promoting excellence: standards for medical education training](#), [Outcomes for Graduates](#) and Medical Schools Council (MSC) 'Guiding Principles for the admission of Medical Students' (revised March 2010).

The University Admissions Policy is committed to:

- Provide transparent, consistent and efficient information
- Selecting applicants who can complete the programme as judged by their achievements and potential
- Using reliable assessment methods, including consideration of evidence provided
- Minimising barriers in line with the University Access Agreement with the Office of fair Access

Commented [B(3)]: instead of 'are able to' use 'can'

## 3 Entry requirements

- Degree level (UK or equivalent) minimum 2.1 (any subject)
- GCSE (or equivalent): Maths and English at Grade C (Level 5) or above

Commented [B(4)]: for consideration - in future years, increase A level requirements to grade B or above and GCSE to grade C, review english requirement - 2023/24 cycle some with very poor english in MMI

Commented [WA5R4]: agree for international students - and if we have UK students, we will need to increase again

Commented [B(6)]: should we state entrance requirement should be INTERNATIONAL fee status?

We accept equivalent degree level qualifications from all over the world. For further details on equivalents visit [country specific information](#) on our website.

### 3.1 English language requirements

IELTS Academic: A score of at least 7.0 overall and at least 7.0 in all components. We accept equivalent [English language qualifications](#) detailed on our website.

### 3.2 Declaration of criminal convictions

This is a regulated course that requires declaration of criminal convictions at the application stage. Please visit the University [criminal convictions information](#) for more details.

### 3.3 Deferred entry

The Medical School does not accept applications for deferred entry via the UCAS process. However, deferred entry can be requested by offer holders and will be considered on an individual basis. Due to the limited number of places on the course, we reserve the right to refuse any deferral requests.

### 3.4 Student transfer

The Medical School would *not* permit transfers into any years of the programme from any other UK or International Medical Schools. Applications cannot be considered from individuals that have previously commenced a medical degree either in the UK or overseas.

Please note, meeting the above requirements does not guarantee being shortlisted for interview.

Commented [B(7)]: perhaps state no transfers from any other UK or international medical school?

Commented [W48R7]: agree

## 4 Admission process

The use of GAMSAT allows us to compare students from diverse backgrounds and whose first degrees are not science-based. A student may be able to complete the UCAT as an alternative to GAMSAT if they have one of the following degrees:

- Biochemistry
- Biology
- Biomedical Sciences
- Chemistry
- Natural Sciences

Candidates should submit a UCAS application form by 15 October 2024 and sit the GAMSAT (or UCAT as above). GAMSAT scores are valid for two years, results from March and September 2023 and 2024 are valid for applications for 2025 entry. UCAT score is valid for one year, results from summer 2024 will be valid for 2025 entry. Candidates sitting the UCAT must have a Situational Judgement Test (SJT) band of 3 or above to be considered for interview. Any student with an SJT of 4 will be rejected.

Personal statements and references are not scored but may be reviewed during the applications process. Work experience in caregiving is desirable but not essential for entry onto the programme.

The Medical Admissions Review Group (MARG) will review all applicants who meet the academic entrance requirements and select candidates for interview by anonymised ranking of admissions test score. Interviews are multiple mini-interviews (MMIs) which is a values-based recruitment process and reinforces objectivity. Each interview station assesses a specific competency or characteristic. Staff involved will be academic and clinical professionals to ensure there is a range of different perspectives.

## 5 Offers and requirements

The Medical Admissions Review Group will review and rank all candidate MMI scores and make offers based on performance. Offers will be made conditional on academic and non-academic requirements described below:

- References confirming suitability for the course.
- Occupational health screening completed prior to enrolment. The Occupational Health team can assess students to identify and implement required adjustments prior to enrolment. Students are required to complete an online disclaimer at the start of the programme confirming that they understand their responsibility to inform staff of any change or impediment to health.
- UCAS Similarity Detection Service will check each personal statement against those that have been previously submitted to detect plagiarism. The University reserves the right to reject applicants who are identified through this process.
- Applicants must disclose all criminal and unspent convictions as directed by the GMC 'Protected spent cautions and convictions' document. Failure to declare relevant information at the point of application could result in the place being withdrawn. Disclosure and Barring Service (DBS)

Commented [B(9)]: reminder for future - we should use GAMSAT Not UKCAT?

Commented [WA10R9]: agree

Commented [B(11)]: update date ofucas submission for next year and when should they sit the GAMSAT?

Commented [KW12]: Shall we keep SJT at 3 or increase to 2

Commented [DB13R12]: Keep to 3 atm

Commented [B(14)]: no comma needed

Commented [B(15)]: during instead of 'in the course of'

Commented [B(16)]: if awaiting result of degree?

Commented [B(17)]: may need to add in that they may need an in person appt as well depending on their circumstances.

checks must be completed prior to enrolment and/or a Certificate of Good Character provided if the student has been resident outside of the UK.

## 6 Dawson Scholarships for UK students (Widening Participation)

There are two scholarships available for home students. To be eligible for consideration for this award, applicants MUST:

- Be eligible for home fees status.
- Have attended a non-selective state school in Hampshire, Surrey or Sussex (defined as completing A-levels, or equivalent).

Applicants must normally demonstrate that they meet at least two of our widening participation criteria.

Criteria	Definition	Evidence
Care experienced	<p>Being care experienced means you will have</p> <ul style="list-style-type: none"> <li>- spent time living with foster carers under local authority care,</li> <li>- in residential care (e.g. a children’s home),</li> <li>- looked after at home under a supervision order,</li> <li>- or in kinship care with relatives or friends, either officially (e.g. a special guardianship order) or informally without local authority support.</li> </ul>	<p>Student must provide the name and contact details of a professional who can verify their care experience status. Examples include a contact from their local authority such as their social worker, key worker or virtual school staff, their school tutor or GP.</p>
Estranged from family	<p>By estranged we mean that either:</p> <ul style="list-style-type: none"> <li>- You have not communicated with either of your biological or adoptive parents for a period of one year before your course began</li> <li>- Your parents cannot be traced or it is not possible, practical, or safe to make contact with them</li> <li>- Your parents have significant mental or physical health problems which prevent you from contacting them</li> <li>- Both of your biological or adoptive parents are deceased</li> </ul>	<p>Student applied to Student Finance England for their Undergraduate degree as an independent student or was supported to update their circumstances by University support services.</p> <p>Name and contact information for Student Services of undergraduate University.</p>
Lived in an area of multi-deprivation during compulsory education	<p>Area with an Indices of Multiple Deprivation (IMD) Quintile 1* Resident in this area in the year GCSEs and A levels (or equivalent) were completed.</p>	<p>Postcode of address at the time of your GCSEs and A levels.</p>
Young carer/ young adult carer	<p>A person who regularly provides unpaid emotional and/or practical support and assistance for a friend or family member who due to illness, disability, a</p>	<p>A name and contact details of a professional who can verify your carer status. Examples</p>

Commented [HB18]: Secondary school will give you a more accurate picture here.

	mental health problem or an addiction cannot cope without their support.	include a contact from a registered charity that has supported you, a social worker, your school tutor or your GP.
Higher level University maintenance loan or University means tested bursary	Maintenance loan paid according to household income of £25000 or less.  Received a university means-tested bursary during their undergraduate degree	Confirmation letter from Student Loan Company or undergraduate university detailing the financial support you were entitled to.  A name and contact details for Student Services or Bursaries and Scholarship staff from your undergraduate university who can verify you received the financial support listed.

\*Indices of Multiple Deprivation will be according to 2015 or 2019 datasets depending on dates in secondary education.

- Applicants should apply via our standard UCAS admissions process as described in section 4.
- Applicants must have received an offer as described in section 5.
- Offer holders who meet the scholarship criteria will be required to complete an application form indicating which criteria they meet.
- Eligible applicants will be ranked by the Medical Admissions Review Group according to Multiple Mini Interview total score. The highest scoring will be invited for a panel interview pending verification of their supporting evidence.
- The panel interview will be held face to face and candidates will be asked questions to demonstrate their knowledge and behaviours related to a career in medicine.
- Each candidate is ranked independently by each interviewer.
- The two candidates with the highest total panel interview score will be offered the Dawson scholarship.

Commented [HB19]: There will need to be a verification stage in here too. This will likely extend the awarding timeline as it might take a couple of weeks to hear back from references.

## 7 Reserve lists

- A defined number of applicants may be offered a place on the reserve list following interview.
- Applicants will be contacted offering them the opportunity to be placed on the reserve list. They will be required to confirm if they wish to accept the place.
- Applicants on the reserve list will be required to complete the Occupational Health, Student Agreement and Self-Declaration form in advance of the summer.
- Applicants will be advised that they will be required to contact the University once their degree results have been released to find out whether any places have become available.
- Applicants who successfully gain a place through the reserve list will then be required to complete the DBS process.
- A place on the reserve list does not imply, suggest, or guarantee that a formal offer of a place can or will be made as this is subject to capacity in any given year.

