

Postgraduate and Part Time Application FAQ's

Is there an application deadline?

There are typically no deadlines to apply by but we do recommend applying sooner rather than later. Some courses require interviews so to ensure you are considered please apply early.

How do you process a part time/postgraduate application?

As many of our qualifications are professionally based, we review your qualifications and work experience in order to determine your suitability.

Once a direct application has been received, the Recruitment and Admissions team will add your details to our admissions system and refer your form to the course leader.

For some of our courses you are required to attend an interview but where possible course teams will contact you via email or phone to discuss your information. The decisions are then forwarded to the Recruitment and Admissions team and your details are updated on the system accordingly.

Typically all updates are conducted through email so please ensure these details are correct on your form. Please contact advice@bucks.ac.uk if you have any further questions regarding the process.

When will I receive correspondence from the university?

We will confirm by email once your application has been received and if we need any further details. Details regarding the start of your course will be emailed to you nearer to the start date.

What are the conditions of my offer?

You will be able to check the conditions of your offer by emailing advice@bucks.ac.uk or calling **0800 0565 660**. Your offer will be sent an offer letter by email which will state the conditions.

I have been given an unconditional offer, what happens now?

All you need to do is reply to the offer stating whether you wish to accept the place. There is a reply slip that should be returned by email preferably.

Once you have accepted the offer you will be emailed further details regarding the start of your course near to the start date.

Do you accept transfers to Bucks New University?

For some courses it may be possible to transfer or be exempt from certain modules or credits. In order to determine this we would need you to attach your official transcripts of study to the application so we can assess your suitability.

My conditional offer is based on providing qualifications- how do I do this?

Please send clear copies of your qualifications to advice@bucks.ac.uk where the team can proceed with your application.

You will need to provide your name and the course you have applied for in the body of the email.

I have been sent a fee assessment, what is this?

If you have been out of the UK for over three years, live abroad or are considered an international student, you may need to pay international fees.

We send you a fee assessment so we can clarify which fees you should be paying.

I can't locate my qualifications- what can I do?

We ask to see copies of your qualifications as evidence of your education. If you are a mature student and took your qualifications a few years ago please give us a call.

However, if you don't have copies of your qualification and have taken them recently you may need to contact your exam board. In either case, please contact the admissions team to discuss.

I would like to defer my application how do I do this?

We are able to defer applicants for certain courses. If you wish to defer please email advice@bucks.ac.uk stating your name and the course you have applied for.

We are only able to defer applicants if they are holding an unconditional offer.

What happens if I don't meet the conditions of your offer?

We review applications on an individual basis so please contact advice@bucks.ac.uk or call **0800 0565 660** and we can discuss your options with you.

I need to change my contact details- how do I do this?

If we are still processing your application please email advice@bucks.ac.uk and we can update the system for you.

I would like to change my course, how do I do this?

We would need written confirmation in order to change your course. Please email advice@bucks.ac.uk. You may be required to provide a new personal statement explaining why you wish to study your new choice.

How do I accept my offer?

To accept your offer, please reply to the email containing your offer letter. If your offer letter has been posted to you, please complete and return the reply slip.

I no longer want to take my place up with Bucks New University, how do I let you know?

If you have chosen not to study with us and are holding a firm offer with us, then you need to tell us via advice@bucks.ac.uk

Where is the University?

Bucks has two campuses, one in is in the centre of High Wycombe in Buckinghamshire and the other in Uxbridge, West London.

High Wycombe is conveniently on the M40 and just half an hour away from London on the train. The High Wycombe campus itself is in the town centre, and just a 10 minute walk from the train station.

Uxbridge is easily accessible by either the Metropolitan or Piccadilly tube line. The campus is just a ten minute walk from the station.

Are there any Bursaries available?

For some course areas there are specific bursaries available, all of which can be found at bucks.ac.uk/scholarship.

If I require accommodation, what do I do?

Details regarding our accommodation options can be found at bucks.ac.uk/accommodation. You can discuss your options with the accommodation team by emailing accomm@bucks.ac.uk.

I would like to visit the University, but cannot attend an Open day; can I still visit the University?

We offer campus tours on a weekday basis. These take place at 1pm every weekday and are led by one of the Student Recruitment and Admissions Team.

When do I receive my timetable?

For many courses the class timetable will be available on our website, you will be notified by email.

How many days a week will I be required to attend the university?

Each course requires different attendance. Please check the information page for the course you have applied for, or contact advice@bucks.ac.uk for confirmation.

Where can I find a term dates?

Term dates can be found [online](#).