
Bristol School of Acting

Admissions Policy

Adopted 2 September 2024

Updated 16 November 2025

Review Date: 2 years

1. Policy and Purpose

This policy sets out the principles, responsibilities, and procedures for admitting applicants to study on a course awarded by The Company (Bristol School of Acting) via either the Cabot Learning Federation for Post-16 programmes, or via Plymouth Marjon University for degree programmes. It ensures decisions are fair, transparent, consistent, and in line with The Company's strategic objectives and legal obligations.

The Company is committed to providing exceptional training for aspiring performers. Both our Post-16 programmes and Degree programmes offer specialist educational training in acting, performance and technical theatre, preparing students for further training and a career in the industry. We welcome applicants from talented, passionate, and committed students, regardless of background, and ensure a fair and transparent admissions process.

2. Scope

This policy applies to:

- All models and levels of study (Level 3 Extended Diplomas, Undergraduate Degrees, Accelerated Undergraduate Degrees, Foundation Degrees).
- Home and international applicants.
- Credit-bearing programmes only.

3. Principles

The Company is committed to:

- Providing exceptional training for aspiring performers on both our Post-16 programmes and Degree programmes, offering specialist educational training in acting, performance and technical theatre, preparing students for further training and a career in the industry.
- Widening participation and improving access to higher education.
- Treating all applicants equitably, regardless of background.
- Making admissions decisions based on merit, potential, and the ability to succeed.
- Complying with relevant legislation, including the Equality Act 2010, GDPR, and any other relevant policies, procedures and schemes put forth by The

- Company's accrediting bodies, the Cabot Learning Federation and Plymouth Marjon University.

4. Authority and Responsibility

The Company's admissions process follows this Admissions Policy and the related procedures which make up the rules for how admissions are handled.

The Admissions Team will make all admissions decisions with advice from the academic programme leader or recommendations from partners, where required, apart from where authority to make admissions decisions has been explicitly devolved to a partner by formal agreement.

All Company staff, professional and academic, involved in admissions must follow this Admissions Policy.

5. Support and Review

The Company ensures all staff involved in admissions decisions receive regular training and updates.

The Admissions Policy is available to all staff, students and applicants through The Company's website as part of the Policies section.

The Admissions Policy is reviewed whenever needed to keep up with changes in regulations or The Company's strategy.

6. Communication with Applicants

Post-16:

- 6.1. All official communication is made in writing via email. Offers include details of academic conditions.
- 6.2. Applicants receive confirmation of receipt of their application, requests for additional information, and final decisions, via email.
- 6.3. Interviewers and assessors must not make verbal or informal offers at any stage.

Degree:

- 6.4. All official communication is made in writing via email, or applicant portals including (but not limited to) UCAS and the DfE, Plymouth Marjon University. Offers include details of academic conditions or confirmation if the applicant is already pre-qualified.
- 6.5. Applicants receive confirmation of receipt of their application, requests for additional information, and final decisions, via email.
- 6.6. Interviewers and assessors must not make verbal or informal offers at any stage.

7. Entry Requirements

Post-16:

Academic Requirements

- 7.1. Applicants must be age 16, going into their first year of Post-16 education at the start of their programme.
- 7.2. Applicants should be on track to achieve a grade 4 or above in either GCSE Maths or English Language. If applicants are unsuccessful in achieving a grade 4 in both subjects, The Company has the right to revoke the offer.
- 7.3. The Company can provide GCSE resit provisions for enrolled students who need to continue either GCSE Maths or English Language education.
- 7.4. Equivalent GCSE qualifications will be considered, however under British Law, applicants with an equivalent Maths and/or English Language qualification may need to achieve the GCSE alternative alongside their studies.

Performance and Talent Requirements

- 7.5. Applicants must demonstrate a passion for acting and performance.
- 7.6. All applicants must successfully complete an in-person audition with The Company to be considered. In the instance that an applicant is not in the UK and is unable to attend an in-person audition, The Company will ask the applicant to send in self-tapes and will organise an informal online chat over zoom.

Residency Criteria

- 7.7. Applicants should have British citizenship and the right to study in the UK to qualify for state funding.
- 7.8. International students will not be considered.

Degree:

Academic Requirements

- 7.9. Applicants must reach 96 UCAS points for all courses, except for BA (Hons) Acting and Devised Theatre), where applicants should reach 104 UCAS points. In the instance that an applicant does not meet that threshold, The Company will still consider their application. Applicants who have already completed their Level 3 qualifications will be required to provide evidence of their certificates to Plymouth Marjon University.
- 7.10. All applicants must have an English Language GCSE at a grade 4/C or above and have provided evidence of their certificate to Plymouth Marjon University.

Performance and Talent Requirements

- 7.11. Applicants must demonstrate a passion for acting, performance and theatre.
- 7.12. All applicants must successfully complete an online audition and an in-person recall audition with The Company to be considered. Applicants for BA (Hons) Technical Theatre Arts will only need to complete one in-person interview. In the instance that an applicant is not in the UK and is unable to attend an in-person interview or audition, The Company will ask the applicant to audition/interview online.

Residency Criteria

- 7.13. Applicants should have British citizenship and the right to study in the UK.
- 7.14. International students will not be considered.

8. **Application Process**

Post-16

- 8.1. Applications are submitted via The Company's website.
- 8.2. Applicants must complete a form, providing details of predicted academic qualifications, previous experience, and a personal statement.
- 8.3. The application deadline is subject to filling each course, and deadlines for different courses can vary.
- 8.4. The application deadline will be announced via The Company's social media platforms and website.

Degree

- 8.5. Applications are submitted via The Company's website and via UCAS.
- 8.6. All applicants with an informal offer status must submit a UCAS application in order to receive a formal offer. All informal offers are pending any admission and administration checks from The Partner, Plymouth Marjon University. The Partner has the right to revoke the informal offer if the applicant does not meet the entry requirements and/or if the applicant does not provide evidence of qualifications before the registration deadline. The registration deadline for the 2025/6 cycle is 19th October 2026.
- 8.7. Applicants must complete a form, providing details of academic qualifications, previous experience, and a personal statement on The Company's website and on UCAS.
- 8.8. The application deadline is subject to filling each course, and deadlines for different courses can vary.
- 8.9. The application deadline will be announced via The Company's social media platforms and website.
- 8.10. The Company will adhere to The Partner and UCAS's application deadlines where appropriate, however these are subject to change from The Company's discretion unless explicitly overruled by the policies of The Partner or UCAS.

9. **Audition Process**

Post-16

- 9.1. Applicants must participate in an audition, which includes:
 - 9.1.1. Professional Acting - A monologue and short informal interview at first audition and workshop participation at recall audition.
 - 9.1.2. Musical Theatre - A monologue and short informal interview, musical song performance and dance workshop participation.

Degree

- 9.2. Applicants must participate in an audition which includes:
 - 9.2.1. Acting for Stage and Screen - Two contemporary monologues at first audition with short informal interview, a workshop audition, duologue scene, cold read scene and longer informal interview at recall audition.
 - 9.2.2. Acting for Film, TV and New Media - Two contemporary monologues as self tapes and a wild card submission video at first audition,

- 9.2.3. duologue scene, cold read scene and longer informal interview at recall audition.
- 9.2.4. Acting and Devised Theatre - One contemporary monologue with short informal interview at first audition, two ensemble and devising-based workshops, longer informal interview and repetition of contemporary monologue at recall audition.
- 9.2.5. Technical Theatre Arts - A 30-minute interview with either an online or physical portfolio of work, pre-prepared answers to interview questions.
- 9.2.6. Foundation Acting for Stage and Screen - One contemporary and one Shakespearean monologue with a longer informal interview.
- 9.3. Further information on each audition can be found in The Company's 'About Our Auditions/Interviews' document sent to applicants upon invitation to audition. This can also be found on The Company's website under each course tab.

10. Selection Criteria

Post 16

- 10.1. Talent, creativity, and potential in performance.
- 10.2. Commitment to training and professional development.
- 10.3. Ability to engage with constructive feedback and collaborate with peers.
- 10.4. Diversity and inclusivity considerations are embedded in the selection process.

Degree

- 10.5. Full, detailed information on selection criteria for each degree programme can be found in The Company's 'About Our Auditions/Interviews' document sent to applicants upon invitation to audition. This can also be found on The Company's website under each course tab.

11. Offers and Enrolment

Post 16:

- 11.1. Successful applicants will receive a conditional offer.
- 11.2. Conditional offers will be made official after GCSE results day when The Company received confirmation of met entry requirements as stated in Section 7.
- 11.3. Offers are made within one week of the recall audition, or within one week of the first audition, if The Company deems a candidate strong enough.
- 11.4. Offers must be responded to by 31 May every year. Any offers made after this date must be responded to within one week.
- 11.5. Enrolment will be completed prior to the start of the academic year and will take place on GCSE results day. The Company will ask for proof of GCSE results, including ULN/UCI number, a form of government issued ID, further personal details of a first and second emergency contact, and medical information including disclosure of any physical or mental health disabilities.

Degree

- 11.6. Successful applicants will receive an informal offer email from The Company via email. To receive a formal offer, applicants must submit a UCAS application to the required course to Plymouth Marjon University.
- 11.7. An informal offer can be revoked by The Company and Plymouth Marjon University if the applicant does not reach the entry requirements set out in section 7.
- 11.8. Offers must be accepted by deadlines outlined on UCAS's website depending on the date submission of the application.
- 11.9. Enrolment and registration will be completed upon the start date of the programme with Plymouth Marjon University. The Company will also ask for further personal information from the applicant including date of birth, contact information, emergency contact information, and medical information including disclosure of any physical and mental health disabilities.
- 11.10. Responsibility of enrolment and registration of the applicant lies with the applicant. The Partner has the right to refuse registration to any applicant who does not submit any and all evidence requested by The Partner before the registration deadline.

12. Fraud and Misrepresentation

The University may withdraw or refuse an offer if:

- Information provided is false, misleading, or incomplete.
- Documents are forged or tampered with.
- Academic work submitted is not the applicant's own.

Findings of any investigation may be shared with relevant external bodies.

13. Appeals and Complaints

- 13.1. Applicants who wish to appeal an admissions decision may do so in writing within 14 days of notification.
- 13.2. Appeals will be reviewed by the Admissions Panel, and a response will be provided within 28 days.
- 13.3. Complaints regarding the admissions process can be directed to the Admissions Manager at lorin.henderson@bristolschoolofacting.co.uk.

14. Equality and Inclusion

- 14.1. The Company is committed to equal opportunities and actively encourages applications from underrepresented backgrounds. We provide support for students with disabilities, additional learning needs, and financial hardships. Reasonable adjustments are made at all stages of the admissions process.

15. Additional Information

- 15.1. Scholarships are not available through The Company.



- 15.2. Bursary applications are available to Post-16 students who qualify through the Cabot Learning Federation bursary system.
- 15.3. The Company follows the latest safeguarding and DBS requirements for students involved in work placements or projects with children.
- 15.4. All Degree applicants should read and refer to Plymouth Marjon University's Admissions Policy and Procedures document, where relevant, as well as this document.

For further details, please visit our website or contact the Admissions and Student Services Manager at lorin.henderson@bristolschoolofacting.co.uk.