

(Student ID: 19049629)

Mark Gadsby
55 Worcester Villas
Hove
BN3 5TA

10/04/2019

Dear Mr Gadsby,

I am pleased to inform you that your application to King's College London has been successful and we would like to make you an offer as detailed below:

Programme: Computing PGCE/QTS (Full-time)

Start Date: 09/2019

Programme Length: 1

Mode of Attendance: full-time

Fee Status: Home

Tuition Fee: £9250 for the 2019/20 cycle

Deposit Required: No deposit required.

Deadline to Accept Offer:

Offer Conditions: This offer is conditional on your meeting the following requirements:

Provide an original copy of your official degree certificate; scan of your passport; official confirmation that you have passed the professional numeracy and literacy tests

You must provide evidence of meeting the conditions of your offer by midnight (GMT) on Friday, 30th August 2019. You should send this to us through the messaging facility in the King's Apply system as soon as possible after you receive your official documentation. Failure to supply evidence of meeting conditions may lead to your application being marked unsuccessful and you will not be able to join the programme.

All offers are subject to the following, which will be checked at various stages before and at enrolment (any registration will be provisional until all admissions requirements are met to the satisfaction of the university):

- | Provision of satisfactory evidence of meeting degree and GCSE English and Mathematics requirements
- | Meeting the Secretary of State's requirements for physical and mental fitness to teach
- | Not having been excluded previously from teaching or working with children
- | Not possessing a criminal background that might prevent employment as a teacher: we will require an "enhanced disclosure" from you from the Disclosure and Barring Service (formerly the Criminal Records Bureau)
- | Meeting all relevant university regulations

If your contact details change during the UCAS cycle, please update your details via UCAS Track and our system will be automatically updated by UCAS. Please note that any letters will be sent to your correspondence address.

Enrolment and Induction

Your term dates will be advised in your departmental welcome pack in July, but note that you will be required to spend four days in a primary school at the beginning of September. Enrolment instructions will be sent during August. If your offer is conditional, you must send us confirmation that you have met your conditions by the end of July or you will not receive information relating to enrolment. If you are currently taking another qualification, you must also provide official confirmation that you are no longer enrolled on this, or that you have interrupted your study for the full period you will be studying this programme at King's College London.

Fee Status and Tuition Fees

Based on UK Government regulations, and the information provided in your application, you have been classified as HOME for fee purposes, and you will be billed fees at the Home rate for the full duration of your programme.

Further details on fees and when payment must be made (both self-funded and sponsored students) can be found at: <https://www.kcl.ac.uk/aboutkings/orgstructure/ps/finance/fees/fees-tandc.aspx>.

If you are a Swiss or EEA national, or the family member of a Swiss or EEA national, you may be eligible to pay fees at the Home rate. For more information, please review the following webpage: www.kcl.ac.uk/study/postgraduate/apply/policies-

[and-guidance/Fee-status-SwissEEA-offer-holder.aspx](#)

Information about fee status classification can be found here: www.kcl.ac.uk/study/postgraduate/apply/policies-and-guidance/fee-status.aspx. If you believe your fee status classification is incorrect, contact us immediately, and provide relevant information to assist a reassessment. We may request further information and ask you to complete a fee status questionnaire in order to verify your status. If we find that the information in your application was not accurate, we reserve the right to review your fee status. You will not be able to change your fee status for that academic year once enrolled.

NCTL Bursaries

Students who have been classified as Home or EU for fee purposes may be eligible for a NCTL bursary. More details can be found on the sheet "Important Information Regarding Funding" included with this offer letter.

Student Visas

If you have accepted an offer which is now unconditional and have told us you need a student visa, we will issue a Confirmation of Acceptance for Studies (CAS) number for you to apply for a Tier 4 student visa **no more than three months prior** to the start of your programme. Please ensure your UCAS record contains your up-to-date passport details. All documentation will be issued under the full name that you have provided in your UCAS application, so please make sure this matches your passport.

For further information about UK visas, go to the following web page: www.kcl.ac.uk/study/international/student-support.aspx. Our Student Advice & International Student Support team can help if you are having problems gaining a student visa, or have any other welfare issues, email them at advice@kcl.ac.uk. This offer does not guarantee your eligibility for a visa – it is your responsibility to ensure that you are able to fulfil the criteria for a Tier 4 visa. Useful information can be found on the UKCISA webpages here: www.ukcisa.org.uk/Information--Advice/Visas-and-Immigration/Tier-4-eligibility-and-requirements.

The UK Visas and Immigration Office makes changes to its regulations throughout the year. These changes may require that we ask you for more information before we can provide you with a CAS number, and we will contact you through King's Apply.

If you are currently studying or have previously studied in the UK and haven't disclosed this in your application, you must inform us of this. Please send information relating to your previous or current UK studies through a message in King's Apply. Please include scans of any past visas for UK study.

Disclosure and Barring Service and Occupational Health Checks

Prior to the start of your programme, you must complete and clear both an enhanced Disclosure and Barring Service check and a pre-commencement health questionnaire issued by the King's College London Occupational Health Team. Details regarding both these checks will follow. If you choose to firmly accept your offer from King's we strongly recommend you complete both checks as soon as possible. If you do not complete these prior to the start of the programme, this may delay your registration with the university.

Professional Skills Tests

All trainee teachers are required to pass professional skills tests in literacy and numeracy before being able to join their initial teacher training course. You will be expected to pass these tests by 30th August. If you have not already done so we highly recommend you make preparations to take these tests as soon as possible. More information can be found at: <https://getintoteaching.education.gov.uk/how-to-apply/passing-the-skills-tests>. If you do not pass these tests by 30th August you will not be able to commence the programme.

Unspent Criminal Convictions

King's does not consider any previous criminal convictions or cautions during the academic assessment of your application. However, we do have a duty to safeguard the university community, including any vulnerable persons who may come into contact with our students.

We therefore will ask you for details of any relevant unspent criminal convictions, if you choose to accept this offer. Where a safeguarding concern is identified, or there is a legal restriction placed upon your activities that would prevent you from completing the programme, we reserve the right to amend your offer. This could include, but is not exhaustive; an offer a different programme, a different year of entry, or if necessary and proportionate, withdraw your offer.

Please note that if you are found not to have declared any relevant unspent criminal conviction when asked, your offer may be withdrawn. Further information about this process may be found at <https://www.kcl.ac.uk/study/postgraduate/apply/policies-and-guidance>.

Accommodation

For information regarding accommodation see the web pages at www.kcl.ac.uk/study/accommodation/index.aspx. Information on the application process will be sent to offer holders by the accommodation office. Please refer to the Help

and FAQs section of the Accommodation webpage for information on timelines and the application process.

Disability Information

King's College London is committed to providing a full support service to students with disabilities or special needs from the start of your studies. If you have a disability, long term medical condition or specific learning difficulty that may impact on your studies at King's, there is a dedicated and experienced support service you can talk to. The Disability Advisory Service offers information, advice and guidance on possible support initiatives and disability funding. For more information, please see the King's website www.kcl.ac.uk/disability or email disability@kcl.ac.uk.

Next steps:

- | **Carefully review the information in this letter**, including the 'Terms and Conditions' and 'Programme information' sheets available on the 'Your Offer' tab of King's Apply
- | **If you have a conditional offer that requires completion of a degree that will not be awarded before the deadline to meet your offer conditions**, you need to send us a message in King's Apply
- | **Accept your Offer:** Respond to this offer via UCAS Track within the time limits prescribed by UCAS. By accepting your offer, you are confirming that you have read and understood the 'Terms and Conditions' and 'Programme Information' sheet
- | **Send evidence of meeting your offer conditions by midnight (GMT), Friday 30th August 2019** - attach scanned evidence to a message in King's Apply. If you are unsure what documents you need to provide in order to meet your offer condition, please contact us on King's Apply immediately
- | **If you are currently taking another qualification**, you must also provide official confirmation that you are no longer enrolled on another programme, or that you have interrupted your study for the full period you will be studying this programme at King's College London
- | **Applicants enrolled on a King's College London Pre-Sessional English programme should confirm meeting any academic condition by the same deadline above**, but must satisfy any English language requirement upon completion of the pre-sessional programme
- | **Read our "Guide for Offer Holders"** - this contains lots of useful information including details about accommodation: www.kcl.ac.uk/study/offer-holders/postgraduate/index.aspx

Please note that this offer may be withdrawn without further notice if you fail to accept the offer and comply with the above requirements by your acceptance deadline date. In all future correspondence, including by telephone, please quote your student number: 19049629.

Deferral Requests

Some programmes will allow deferrals for one year. You must have accepted your offer and paid your deposit (if applicable) in order to request a deferral. All requests should be sent in a message through the King's Apply system and must be received before the start of the programme; please refer to the 'Enrolment and Induction' information above for these dates. Deferrals will not be approved where academic conditions have not been met, but may be considered where the English language requirement are outstanding. If you defer your offer and fail to join the programme at the new start date, your deposit is non-refundable.

Thank you for applying to our institution. If you have any queries relating to your application, please send us a message through the King's Apply system. We hope that you will accept your offer and look forward to you joining us at King's.

Yours sincerely,



Paul Teulon
Director of Admissions & Registry Services
King's Admissions Office

Important Information Regarding Funding

Dear Mr Gadsby,

The National College for Teaching and Leadership (NCTL) offer a number of bursaries for students completing initial teacher training that you may be eligible for. From the guidelines issued by the NCTL and the information you have provided on your application you will be awarded the following bursary: **£26000**

We believe you are eligible for this bursary as you have the following qualification: **MSc Software Engineering**

If you have yet to complete your degree, this information is based on the minimum qualification you must achieve to be granted your place (e.g. if you have been made a conditional offer on achieving a 2:2, the bursary information above is reflective of this). Therefore, please note this is reflective of the minimum bursary you can receive and not the maximum.

Please note that if you have previously completed a teacher training qualification that leads to the awarding of 'Qualified Teacher Status' or completed an [international qualification which is considered equivalent to 'Qualified Teacher Status' by the NCTL](#), you will not be eligible for NCTL funding.

For more information regarding bursary eligibility please consult the Department of Education's website: www.education.gov.uk/get-into-teaching/funding/postgraduate-funding. If you feel you are entitled to a higher bursary, as you possess a higher academic qualification or your class was incorrectly listed, please send a message via King's Apply giving full details and the Admissions Office will reassess your bursary amount if necessary.

Please note other sources of support may be available and trainee teachers are normally eligible to apply for loans from Student Finance England. For more information about additional sources of financial support please consult the King's College London website.

Primary School Placements for Initial Teacher Training 2019

As part of your initial teacher training course you are required to undertake four days' observation in a state-maintained primary school before the main programme begins. This period of observation is scheduled to take place from Tuesday 10th to Friday 13th September 2019 inclusive. You must organise this placement yourself and it is therefore important that you are aware that it can be tricky to secure a place and it may take you some time. Be sure to use a range of different methods of communication to contact schools, i.e. letters, phone and email; perseverance is key.

Contact Head Teachers at a number of primary schools, preferably before the end of the school year (mid-July 2019), or at the beginning of September. Explain that you are about to begin a secondary teacher training programme, asking if the Head Teacher would allow you to complete a short placement at the school. A full information pack and further details will be emailed to you by the PGCE team from early April.

The primary school you complete your placement at does not need to be in London, but please be aware that you are required to attend important sessions at King's College London on Monday 9th September 2019.

If you have any further queries please contact: pgce@kcl.ac.uk. Please note King's College London is unable to contact primary schools on your behalf.

Yours sincerely,



Paul Teulon
Director of Admissions & Registry Services
King's Admissions Office