



Important information about your Offer

Research programmes

Types of Offer

When your offer is made, it is stated as either conditional or unconditional. There are certain requirements and processes for each offer and it is important that you follow the correct guidance for each.

- **Conditional Offer** - Your offer will be conditional if you have not yet completed a relevant qualification, we need verification of your qualifications, or if you have to meet other non-academic entry requirements. Your offer will state the qualification(s) you must complete and the results you must achieve, plus any non-academic requirements. Unless an earlier date is specified in your offer, you must meet all conditions of your offer in full (including any changes to exam results following any re-mark or appeal), and provide evidence of having done so, as soon as possible and not later than two weeks before the start of your programme.

If you require a Student Visa to study in the UK you must meet all conditions in full (including any changes to exam results following any re-mark or appeal), and provide evidence of having done so, as soon as possible and not later than the date specified in your offer to allow time for your visa application to be made.

- **Unconditional Offer** - Your offer will be unconditional if you have already met all the academic and non-academic requirements for entry. You will not need to meet any further conditions but you will still need to accept your offer and follow our steps on what to do next, apply for accommodation and prepare for your studies.

Your Offer Explained

Changed Programme

If your offer refers to a different programme from that for which you originally applied, this might be simply because you selected an incorrect programme or course option or because you have since asked us to make the change: in either case, you will know we are acting in accordance with your wishes. However, if neither of these cases applies to you, the change of programme means that we are unable to make you an offer for your first choice here but we are able to make you an offer for the alternative programme. We hope that you will still feel able to give this alternative offer your serious consideration.

Fee Status: Home

If your offer provides that your fee status is 'Home', this means that from the information you gave us in your application form the University has classified you as a 'Home' student for the purposes of tuition fees.



For postgraduate research programmes of more than one year's duration the tuition fee for your first year of study is stated in your offer. The annual University tuition fee level is set in accordance with the UK Research Council rates and as such is subject to change for subsequent years of study. Further information on tuition fees can be found in the [Tuition Fees section of our website](#).

Fee Status: Overseas

If your offer provides that your fee status is 'Overseas', this means that from the information you gave us in your application form the University has classified you as an 'Overseas' student for the purposes of tuition fees. For Overseas students tuition fees are charged according to the type of programme studied. Your tuition fee is stated in your offer and further information on fees can be found in the [Tuition Fees section of our website](#).

The annual tuition fee remains the same throughout your programme of study. You will need sufficient funds to enable you to pay your fees at the beginning of each year, and to pay for your living costs, including accommodation, travel, subsistence, insurance and any other expenses.

If you do not agree with the University's assessment of your fee status you may request this to be reviewed by contacting the Admissions Office. You are strongly advised to do this before accepting your offer.

Fees and Funding Information

Instructions on how to pay your fees will be included with your registration information which will be sent to you if you are unconditionally accepted for your programme.

For up to date information on student fees and any specific support available to you including details of tuition fees, how to pay them, available loans and eligibility criteria for financial support please refer to the [Postgraduate funding section of our website](#):

Further information about your tuition fee liability and the payment of tuition fees is provided below.

Start Date

The start date provided in your offer is the date agreed with your supervisory team for the commencement of your study. Any changes to this date must be agreed with the relevant School or Department in liaison with the Admissions Office. If you need to change your start date, please contact the Admissions Office using the details provided in your offer letter. It is not normally possible to agree a retrospective start date.

Verification of qualifications

If your offer is conditional on providing evidence of qualifications you will be required to submit to the University official documents that the University requires to verify your qualifications.

The University may require a third-party organisation to assist in checking any documents you disclose to verify your qualifications. Where there is a cost associated with this additional verification check you will be responsible for meeting this cost, information about which will be set out on the [Verification of qualifications webpage](#).



Your offer will not become unconditional until the University is satisfied that your documents meet the University's requirements for verification.

Important information about your Student Contract with the University of Birmingham

For offers of admission made from October 2026 for Postgraduate Research programmes delivered at our Edgbaston Campus or by Distance Learning

If you decide to accept your offer, a contract will be formed between you and the University. Your rights and obligations to the University and the University's obligations to you arising under that contract are set out in the documents listed below which form the terms and conditions of your student contract.

The documents listed below will form the terms and conditions of your student contract:

- Your offer.
- The Postgraduate Prospectus, as appropriate, including the relevant course information found online.
- The [Code of Practice on Admission of Students](#)
- The University's Royal Charter, Statutes, Ordinances, Regulations and Codes of Practice – these are regularly reviewed, with any changes normally taking effect at the start of the new academic year. A summary of changes which have already been agreed for the start of the next academic year, will normally be published in January before the start of the relevant academic year and we will also publish a summary of any further significant changes, which are agreed before the start of the new academic year. The documents and any agreed changes can be viewed online on [the University's legislation pages](#).
- The University's health and safety policies and guidance, General Conditions of Use of Computing and Network Facilities, Data Protection Policy, Equality Scheme, Public Interest Disclosure Policy, Criminal Convictions Policy and Anti-Bribery and Corruption Policy. These are also [available online](#).
- Programme requirements, which are shown for each programme on the [Course Finder section of our website](#).

A summary of the key terms and conditions is set out below:

Changes to your programme of study

Your proposed thesis title and primary and secondary supervisors are stated in your offer.

Changes to the proposed thesis title and supervisory team may be needed because of circumstances outside the reasonable control of the University, such as a key member of staff leaving the University or being unable to undertake supervisory duties.

Other circumstances outside the reasonable control of the University include unexpected lack of funding, severe weather, fire, civil disorder, war, political unrest, government restrictions or serious concern about the transmission of serious illness making a programme, or part thereof, unsafe to deliver.



If changes to your programme are made after you have accepted your offer, the University will try to give you early notification of those changes and take action to prevent or minimise their impact by offering suitable alternative arrangements, helping you find an alternative programme or university, or providing compensation where there is a fair case to do so.

Fees and payment

Please read your offer, offer guide, and this document carefully for details of the tuition fees payable in each year of your programme. Up-to-date information about tuition fees and funding is available on the Fees and Funding pages of our website where (other than in relation to tuition fees payable by Home students on Postgraduate Research programmes) the University will publish, usually in September of each year, the tuition fees that it will charge for the next academic year. As regards Home students on Postgraduate Research programmes, the University will publish, usually during the Spring of each year, the tuition fees that it will charge for the next academic year. You are advised to check the website for details of any increases in Home tuition fees in future years. It is your responsibility to make sure your fees and all expenses relating to your programme are paid in full and on time. [The University's requirements on the payment of fees can be found in Regulation 5.](#)

If you are paying your tuition fees yourself, you must either pay the full amount at the beginning of the academic year or apply to pay by instalments using the University direct debit scheme. If you are a sponsored student, you are responsible for payment if your sponsor does not pay your tuition fees.

Additional costs

All students will incur some expense as a result of being at university (for example, stationery, photocopying and printing). Core recommended texts are usually available in the University library, although students may wish to purchase their own personal copies.

Unless your offer says otherwise, the tuition fee quoted in your offer does not include any charges for residential accommodation, examination re-sits, extensions to the designated period of study, travel expenses or any other miscellaneous expenses, which may be related to your programme of study (such as the cost of field trips). Details of any other miscellaneous expenses you are likely to incur on your programme are indicated on the [Course Finder section of our website](#).

Accommodation

[Information on accommodation offered by the University is available online.](#)

If you wish to live in University accommodation you will need to make a separate application using the "Book your room now" button in the link above. You will enter into a separate contract with the University for our accommodation; details can be accessed from the link above.

Additional Services

Students registered with the University have access to a range of services including wellbeing support, careers advice, and access to University libraries. Information on the services available to students can be found on the [Student Services pages of our website](#).



Withdrawal from study – fees

If you withdraw from your programme, you may still have to pay your tuition fees, or a proportion of your tuition fees, depending on when you withdraw from the programme. The policy on how withdrawal affects your fee liability, and the proportion of the fee for which you would be liable, is available on the [fees pages for our website](#).

This does not affect your statutory cancellation rights (see 'Cancelling your acceptance' below).

Deferring your entry

The University may permit, in certain circumstances, you to defer your place for one year. Please contact the Admissions Office using the details provided in your offer letter to discuss if you would like to defer your start date by one year.

The tuition fees set out in your offer letter are based on the start date shown in your offer. However, if you defer your entry to a subsequent academic year, your tuition fees may be more than is stated in your offer for the year for which you initially applied. This will be in line with any increase to the fees which are determined by the University's annual review of fees for each programme and will be set out in the new offer you will receive.

If you defer, the programme and/or its modules, programme requirements, and University services and facilities as currently described in the prospectus or on our website may change for your chosen year of entry. It may also be necessary to make changes to proposed thesis title and supervisory team due to availability of staff in the new academic year.

If your request to defer is approved, you will receive a new offer for entry in the later academic year and you should refer to the relevant page of the [Course Finder section of the website](#) for up to date information before accepting this offer.

You should carefully review the content of the new offer, including the fee for the new year of entry, along with any changes to the programme before deciding whether to accept or decline the new offer.

Non-payment of fees

If you do not pay your tuition fees in full or on time, the University may impose [penalties which are set out in Regulation 5 which you can view online](#). As a result, you may not be allowed to progress on your programme or you may be withdrawn from the University. The University may also take legal action against you to recover any unpaid fees.

If you do not pay any other (non-tuition) fees or other sums you owe, the University may take action to recover those sums. This may include withholding any service for which you owe money (for example, if you do not pay library fines you may not be allowed to access the Library or use some or all of its facilities) or taking legal action against you.

Non-payment of fees – studying abroad and placements

If, as part of your programme you spend time in another university, institution or organisation in the UK or abroad, the rules and regulations of that university, institution or organisation will apply to you while you are there. Some overseas institutions might impose academic sanctions, for example, they might refuse to release your marks, if you do not pay your tuition fees or any other fees or costs (such as accommodation or meal plan fees) which you owe them. This might mean that you are not able to complete your programme as planned.



Cancelling your acceptance

After you have accepted your offer of a place, you can cancel your acceptance within the cancellation period without giving us any reason. The cancellation period runs for 14 days from the date we receive your acceptance. If you cancel your offer within the cancellation period, any deposit or administration or other fees you have paid will normally be refunded in full. If you start your programme during the cancellation period, the University will charge you a reasonable sum for the programme provided.

You can cancel your acceptance by informing the University's Admissions Office; [details on how to cancel your acceptance are available online](#).

Criminal convictions

If you accept an offer to study at the University:

- if you have a relevant, unspent criminal conviction which was imposed on you on or before the date of your acceptance of the offer, you must tell the University of its existence within 14 days of the date of your acceptance; or
- if a criminal conviction, which is relevant and unspent, is imposed on you between the date of your acceptance of offer and the date on which you register at the University, you must tell the University of its existence within 14 days of the date on which it was imposed.

This is so that the University may assess whether, and if so to what extent, this may affect the safety of the wider University community. The University fully supports widening participation and disclosure of a relevant, unspent conviction to the University does not automatically mean that your offer will be cancelled. Depending on the risks associated with the conviction, the University may:

- confirm your place on the programme for which you have applied, provided that you meet any conditions specified in your offer;
- attach additional conditions of admission/registration on your programme; or
- cancel its offer and your acceptance.

The University will consider any conviction which you disclose to it in accordance with its Criminal Convictions Policy. If you have a relevant, unspent conviction, but do not tell us when required to do so in the timescales set out above, and it later comes to our attention that you should have done so, your offer/acceptance may be cancelled, you may become subject to disciplinary proceedings in line with Section 8 (Student Conduct) of the University's Regulations, and/or you may be withdrawn from your programme and from the University.

A copy of the University's Criminal Convictions Policy, and information on how to disclose a relevant, unspent conviction is provided on our [webpage for applicants with criminal convictions](#).

If your offer of a place is conditional on you obtaining a satisfactory Disclosure and Barring Service (DBS) check, you are not required upon accepting your offer to disclose to the University any criminal conviction. Rather the University will decide if any convictions or information revealed in the DBS check are incompatible with a place on the programme. If they are, you will be notified and your offer will be withdrawn.

Information on how the University processes your data in relation to criminal convictions can be found on our [webpage for applicants with criminal convictions](#).



Diversity and equality

The University prides itself on being a diverse community. Our commitment to equality and diversity and the elimination of discrimination is embodied in the University's Charter and our aim is to ensure that the University remains an inclusive environment where equality of opportunity and tolerance for all are fostered and promoted.

Disabilities

If you have a disability the University will seek to support you whenever possible and reasonable to do so. If you have not yet disclosed that disability, we encourage you to do so at the earliest opportunity. As individual students' needs (even those with the same condition) can vary, it is important that you [contact the Student Disability Service using the contact details in this link](#) before you accept any offer of a place to find out what type of support is likely to be available to you and what information we need in order to arrange it. If you choose not to tell us about your disability, provide this information with short notice before your programme or examination/assessment start dates, or do not provide full information about it before or during your programme of study, we will do our best to help you but you might not be able to have access to the full range of support which might otherwise be available to you.

Fitness to Practise programmes

If you are applying for a Fitness to Practise programme, you may be asked to provide information about your health, undergo a health check, and provide evidence of immunisation. Your offer of a place may be conditional on such requirements being met prior to admission. You may also be required to sign a Code of Professional Conduct and Fitness to Practise. Information about such requirements are set out in your offer letter if applicable to your programme.

Academic Technology Approval Scheme (ATAS) Clearance

If you require a visa to study in the UK, or you have time-limited leave to remain in the UK, you will need to obtain ATAS clearance to undertake studies in certain subjects. Where relevant this will be included as a condition of your offer and the information you need in order to apply for an ATAS certificate will be provided.

If this is a requirement of your offer you cannot be admitted as a student until valid ATAS clearance has been received by the University.

Data protection

The University will collect information about you from your application, when you register and during your studies and University life. This will be used to create and maintain your student record, for your studies and student life, your health and safety and for the management of University business. To find out how we will use any personal data you share with us, please refer to the University's [privacy statements](#).

Visas and immigration permissions

If you are an international student (including European Union, but excluding Irish nationals living in the UK or Ireland, or individuals benefitting from 'Citizens' Rights' under the EU Withdrawal Agreement, EEA EFTA Separation Agreement or Swiss Citizens' Rights Agreement) and need a visa to enable you to be in the UK to study, you will have to attend a Right to Study Check when you first arrive at the University. [Information on Right to Study Checks can be found here.](#)



If you do not attend this Right to Study Check or cannot provide conclusive proof that you have the correct visa or immigration permission, you will not be allowed to begin your programme of study and/or you may be withdrawn from your programme in accordance with the [University's Code of Practice on Student Immigration Duties](#). It is essential that you regularly read our emails (in the email account you used on your application to the University) and that you carefully follow the instructions for arrival, collection of Biometric Residence Permits and Right to Study checks. You must meet the attendance and attendance monitoring requirements; if you do not, the University may withdraw its sponsorship of your visa and can withdraw you from your programme.

Intellectual property

Intellectual property is governed by section 6 of the [University's Code of Practice on Research and Regulation 5.4 and Regulation 3.15](#).

In accordance with the University's Code of Practice on Research, registered students will own the intellectual property rights in all scholarly works (as defined in the University's Code of Practice on Research) which they create in their capacity as registered students.

The University requires assignment in the following main scenarios in respect of intellectual property rights:

- i) Where such intellectual property rights were invented, created or made using funding received from the University (unless otherwise agreed in writing by the University).
- ii) Where intellectual property rights arise from research undertaken by staff who are not employees in the course of their duties for the University.
- iii) Where registered students develop intellectual property including an invention, device, discovery, material, product, process, computer software or any other potentially valuable result or innovation in the course of their study or research, with material input from the University's academic staff or as part of a collective project, programme or research activity.
- iv) Where a prior contractual arrangement assigns such intellectual property rights to a sponsor or funder.

In the case of external research collaborators, the relevant collaboration agreement covering their work with the University will set out the ownership of Intellectual Property Rights.

Where a student, in the course of a research project carried out as part of their normal university activities, makes an invention or discovery with potential commercial significance, the procedures and arrangements for notification and exploitation are set out in Regulations 3.15 and 5.4.

All registered students must comply with the University's procedures for notifying any invention, device, discovery, material, product or process, computer software or other potentially valuable result, or innovation which it is considered might have commercial significance, whether patentable or not, developed or invented during the course of their research or study at the University.



Conduct and attendance

You must be aware of the University's Regulations and Codes of Practice relating to conduct, academic integrity and plagiarism, attendance and reasonable diligence. [These are available online here.](#)

The University can impose penalties if you do not follow these requirements, and in serious cases the University can suspend or withdraw you from the University.

Supporting you during your studies

The University provides a wide range of support for its students and can support you if non-academic matters are affecting your academic progress, for example as set out [online in the Codes of Practice on Extenuating Circumstances, Leave of Absence, Reasonable Adjustments, Appeals or Health, Wellbeing and Fitness to Study.](#)

When you may be asked to leave the University

You may be asked to leave the University if:

- your academic performance is not satisfactory;
- you breach the University's conduct, Fitness to Practise, attendance or reasonable diligence requirements;
- you do not pay your tuition fees in accordance with the University's Regulations;
- you are dismissed or withdrawn from any other organisation which you are required to attend or be a member of as part of your programme;
- you do not have the correct visa or immigration permission to study on your programme at the University or do not meet the requirements of your visa, and you are an international student needing a visa to enable you to be in the UK to study;
- the University has reason to believe that you have not supplied all relevant information or have supplied false or misleading information relating to your application to the University or to any relevant unspent criminal convictions;
- as a result of your actions, the University is unable to find a suitable placement, which is required to complete your programme.

A decision requiring you to leave the University will be taken in accordance with the relevant procedure and subject to any right of appeal or review. If the University has good reason for withdrawing you as a result of your conduct and does so in accordance with the relevant procedure, the University will not compensate you for any loss or damage you may suffer as a result.

Complaints

The University is committed to providing a high-quality educational experience, supported by a range of academic and administrative services and facilities. From time to time, however, things do go wrong, and if the matter cannot be resolved informally, the University provides students with a system for raising concerns and complaints about both academic and non-academic matters. [The Code of Practice on Student Concerns and Complaints](#) sets out a procedure for dealing with students' complaints fairly, consistently and as quickly as possible. Students who are dissatisfied with a decision relating to a complaint they have raised may be able to complain to the Office of the Independent Adjudicator (OIA) an independent body which reviews student complaints; [more information about the OIA is available on its website.](#)



[The Code of Practice on Admissions](#) sets out the procedure for asking for a review of decisions made in the application and admissions process.

General matters

The University will not be liable to you and you will not be liable to the University for any failure or delay in performing obligations if the failure or delay is due to any significant cause beyond the University's or your reasonable control, such as severe weather, fire, civil disorder, political unrest, government restrictions or serious concerns about the transmission of serious illness making a programme, or part thereof, unsafe to deliver. In such circumstances, the University will try to give you early notification of any such matters and take action to prevent or minimise their impact.

Your contract with the University is between you and the University and only these two parties can enforce it. The Contracts (Rights of Third Parties) Act 1999 does not apply.

The contract between you and the University is governed by English law and is subject to any changes in the law which affect this contract.