



# Frequently asked questions

## WBS masters courses

If you have a question that is not answered here, please [contact us](#) for further guidance.

### Can you tell me if I am eligible/suitable for the course before I apply?

We cannot confirm whether you are eligible for a course or not as this is a decision that only the admissions panel can make once you have applied and they have your application and all of your supporting documents. If you feel you meet the minimum requirements then you should apply online at [www.warwick.ac.uk/go/pgapply](http://www.warwick.ac.uk/go/pgapply)

### How do I apply?

Your application can be made online at: [www.warwick.ac.uk/go/pgapply](http://www.warwick.ac.uk/go/pgapply)

For help with every step of the application process, see [here](#).

You can find guidance on the University's admissions process at this webpage:

<http://www2.warwick.ac.uk/study/postgraduate/apply/>

### Is there an application deadline?

There is no official deadline for applications, as we operate a rolling admissions system. Some of our courses are very popular and have been oversubscribed in the past. We would therefore recommend that you apply early, in order to avoid disappointment.

### Can I apply for more than one Masters course?

You are able to apply to more than one course but must do so on separate application forms and so must pay an application fee for each. You only need to upload one set of supplementary documents with each of your applications. We would however recommend that you tailor each Statement of Purpose specifically for every course for which you have applied.

### What should I include with my application?

- Application form
- Application fee (£35 online, £60 paper)
- Personal Statement
- Transcripts of your undergraduate degree, including details of any modules you have yet to complete
- English language certificate (IELTS/TOEFL) (if applicable)
- Two academic references

## WBS masters FAQs

### How do I submit my supporting documents?

Following the submission of your application and payment of your application fee, you will be sent an email by the Postgraduate Admissions team with a link to access the upload facility. You will then be able to upload supporting documents, which will enable your application to be considered. Please note that we **cannot** accept documents submitted via email.

Please do **not** post any hard copy documents at this time. Should you be made an offer, you will then be asked to supply original documents by post.

### Who should I use as my referees?

If you graduated within the last five years, you will need to supply two academic references. These can be from anybody who has taught or tutored you during your University education.

If you graduated over five years ago, we will normally accept either one professional and one academic reference, or two professional references.

### How should my references be submitted?

If you complete the references section of the application form, including email addresses, then your referees will be emailed by the Postgraduate Admissions team and asked to submit their reference via an online submission form. Please note that they will be emailed only once and it remains your responsibility to make sure that both references have been submitted.

References submitted by email will **not** be acceptable.

If your referees cannot submit references electronically, they can be submitted by hard copy. They will need to be signed originals on letter-headed paper. When requesting a reference, you must complete a reference form for each referee, found [here](#).

The referee should attach their reference to the reference form you provide, and send the reference plus reference form to you in an envelope, signed across the seal to ensure confidentiality. The two sealed envelopes should then be forwarded, by you, to:

Postgraduate Admissions Team  
University House  
University of Warwick  
Coventry  
CV4 8UW  
UK

## WBS masters FAQs

### What should I include in my personal statement?

You must include a personal statement as part of your application, which should indicate your reasons for applying to the programme. The statement should be approximately 500 words in length and answer the following questions:

- Why have you selected this particular programme? You should also include other motivating factors and additional relevant information in support of this.
- Areas of interest within the programme.
- What contributions do you feel you can make to the programme?
- How do you see the programme affecting your career plans?
- Evidence of research or reading in the subject area.

### Do I need to get my documents translated?

Yes. We require all transcripts from higher learning (BA, BSc, MA, MSc for example) to be officially translated. This can be done at any British Council office or by your university. A document will be considered as a valid translation, if it has an original stamp from an official translation company and is attached to the original document.

### Is GMAT or GRE required?

Please see individual course 'Entry Requirements' pages.

### Do I need to take a language test?

If English is not your first language you will be required to provide evidence of your English language ability. Please check the individual course 'Entry Requirement' pages for details on required scores.

### Which English Language tests do you accept?

We recognise only the following English Language tests,

- IELTS
- TOEFL (iBT)
- Pearson Academic
- Cambridge Advanced
- Cambridge Proficiency

Please note that the TOEFL PB test is not recognised.

### Can I get an exemption from the IELTS or TOEFL if I have been educated entirely in English?

It is unlikely that you will gain an exemption from TOEFL/IELTS, as the English language requirements for our courses are very high. If you are a non-native speaker of English and you have been educated entirely in English for the duration of your degree and completed this qualification within the last 2 years, this *may* be sufficient to satisfy the University of your language skills. Please contact the Postgraduate Admissions Team if you are in any doubt about the suitability of your qualifications and experience, [www.warwick.ac.uk/go/contactpgadmissions](http://www.warwick.ac.uk/go/contactpgadmissions) or for further information, please see <http://www2.warwick.ac.uk/services/international/guides/apply/englishlanguage>

## WBS masters FAQs

### Are pre-sessional English courses available at Warwick?

Our course selectors make conditional offers based upon a candidate achieving the required English language test score. You may apply without having taken an IELTS or TOEF or without having achieved the required standard but you would need to take/retake the test early enough for your place to be confirmed.

Pre-sessional English courses at Warwick are not normally suitable for Specialist Masters' candidates. We therefore recommend that applicants take the IELTS or TOEFL.

### Can I apply before I have completed my degree, or language test?

You can apply before you have completed your degree. You will need to supply interim transcripts of your marks and modules to date with your application.

You can also apply before you have received your language score. You should put the date of your English test on your application form – you can then send in your score later.

In both cases, if an offer is made it will most likely be conditional and dependant on you achieving the required grade/score for admission.

### Can I submit my test scores through ETS?

Yes. To submit your test scores for IELTS, TOEFL, GMAT or GRE please use the following codes:

University Code: 0806

Institute Code & Name: 0806 UNIVWARWICK

GRE Dept Code: 4102

TOEFL Dept Code: 02

GMAT program code: FH4-P5-72 Specialist Masters

### How long does it take to receive a decision?

The normal timescale for processing applications is between 4 and 8 weeks, assuming that the application is complete with all supporting documents and you have paid the application fee.

### Do you have more than one intake?

No. We only have one intake per year for our masters courses, which is in September.

### How do I check the status of my application?

You will receive updates on the progress of your application by email from the Postgraduate Admissions Team. If you apply online, you may track the status of your application online.

If you wish to check whether we have received all of your supporting information in order to process your application, please contact the Postgraduate Admissions Team directly. Submit your query [online](#) or call: +44 (0)2476 524 585.

### Do you offer online or distance learning courses?

The only distance learning programme we offer is a DL MBA programme (distance learning MBA). You can find out more about this at <http://www.wbs.ac.uk/students/mba/dl/> and more about our online learning system at [www.wbs.ac.uk/students/mba/dl/study.cfm](http://www.wbs.ac.uk/students/mba/dl/study.cfm) The admission requirements for this course are outlined in full at [www.wbs.ac.uk/students/mba/apply/eligibility.cfm](http://www.wbs.ac.uk/students/mba/apply/eligibility.cfm)