

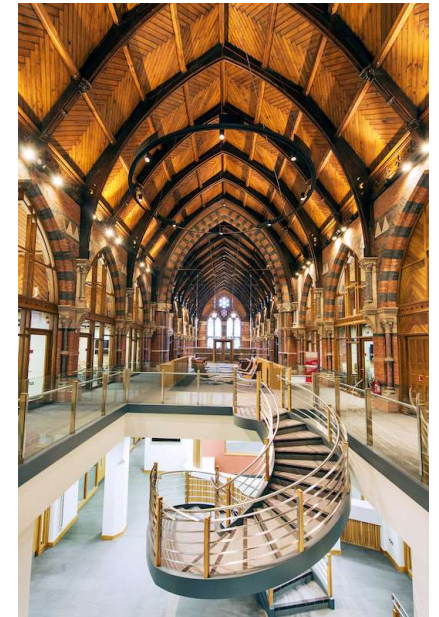


**QUEEN'S
UNIVERSITY
BELFAST**



International Postgraduate Admissions

**Admissions and Access Service
March 2021**



International Admissions

Dedicated International Admissions Team

Centralised decision-making for undergraduate and most postgraduate taught programmes

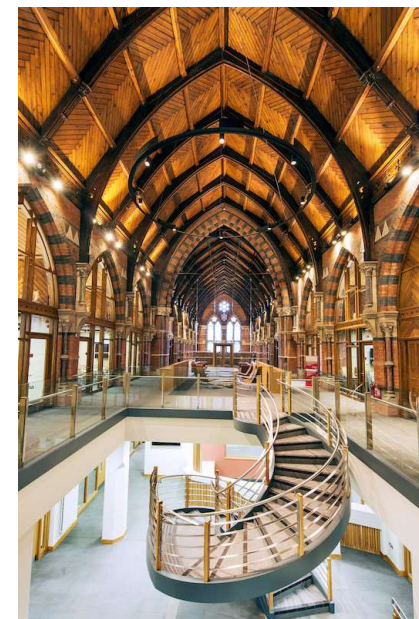
Provide guidance and advice for agents and in-country staff (e.g. International Office, South East Asia Office, India Office, Middle East, China Office)

Provide guidance and information to Schools on international qualifications and English Language requirements

Manage application procedure, issue letters of offer and documentation required for visa application



POSTGRADUATE APPLICATIONS



How to Apply - Postgraduate Direct Applications Portal

Apply online using the Postgraduate Application Portal

<https://dap.qub.ac.uk/portal/>

STUDY

APPLY ONLINE

HOME / STUDY / POSTGRADUATE TAUGHT / HOW TO APPLY / APPLY ONLINE

STEP FIVE

APPLY ONLINE



How to Apply - Applicant Postgraduate Direct Applications Portal

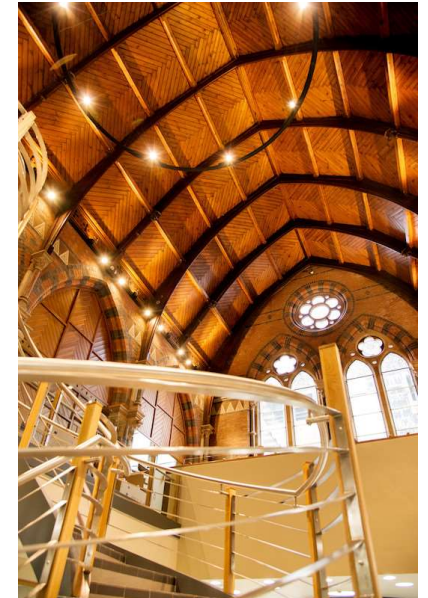
Register to create an account at www.go.qub.ac.uk/pgapply

Queen's students who have an active Qsis account should log in using their Student Number and Qsis password

Applicants can save their application data and return to complete it at a later date

Once core details are provided, it is possible to submit an application, or multiple applications if required

Decisions will be communicated to applicants via the Portal



How to Apply - Postgraduate Direct Applications Portal

<https://dap.qub.ac.uk/portal>

The screenshot shows the Direct Applications Portal interface. At the top right, there are navigation links for Home, Settings, and Log Out. The Queen's University Belfast logo is on the left, and the Russell International Excellence Group logo is on the right. A dark header bar contains the text "Direct Applications Portal" and three colored window control buttons (green, purple, orange, blue). The main content area is divided into several sections:

- Welcome Cathy:** A message stating that to apply, the user should complete 'My Details' and then 'My Applications'. It also mentions that applications can be saved and returned to later.
- Additional Applications:** A message stating that after completing the first application, additional applications can be submitted by visiting 'My Applications'.
- Accept/Decline Offers:** A message stating that offers can be accepted or declined in the 'My Applications' section.
- New Students Website:** A message stating that applicants who receive offers should visit the New Students website at www.qub.ac.uk/new-students/.
- My Messages:** A section with a blue envelope icon and the text "You have 1 message". A "More" link is at the bottom right.
- My Details:** A section with a green person icon and a list of completion status: "Personal Details ✓", "Education and Other Experience ✗", and "English Qualification ✗". A "More" link is at the bottom right.
- My Applications:** A section with a purple list icon and the text "You have 4 pending applications" and "You have 0 submitted applications". A "More" link is at the bottom right.

How to Apply - Postgraduate Direct Applications Portal

Apply online using the Postgraduate Application Portal
<https://dap.qub.ac.uk/portal/>

Applicants should upload scans of:

- Transcripts of current and previous academic qualifications
- Graduation certificate for completed qualifications
- English Language qualification (eg. IELTS)
- Passport/current UK visa permission (if any)

Official translations of documents into English should be provided, if applicable

Some courses require a supplementary form/personal statement to be uploaded

Referee details – two academic referees are normally required

Indicate how the applicant intends to fund their study



When to Apply - Postgraduate Direct Applications Portal

Postgraduate Taught Courses

- The majority of Postgraduate Taught courses do not have a closing date, however some courses have limited capacity
- Applicants are advised to apply as early as possible

Postgraduate Research Programmes

- Each School and Institute has its own closing date
- Applicants should refer to the relevant School/Institute website for information on deadline dates for postgraduate funding applications, as these will also determine when the application should be submitted



Postgraduate Entrance Requirements

Online Coursefinder & School/Institute websites provide detailed information about course requirements

<https://www.qub.ac.uk/courses/>

Applicants and agents should consult the 'Your Country' section of the website for guidance on international qualifications comparability:

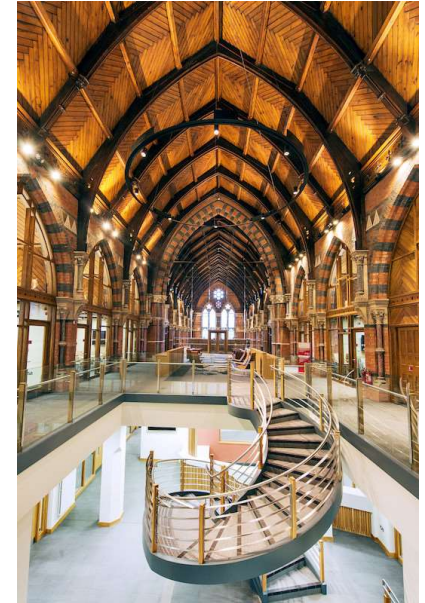
<http://www.qub.ac.uk/International/International-students/Your-Country/>



Postgraduate Taught - Entrance Requirements

For entry to postgraduate taught programmes, the equivalent of a Second Class Honours Degree is normally required:

- Second Class Upper Division (2:1) for most courses (including Management, Business, Law, Arts/Humanities, Politics/Social Sciences and some Engineering)
- Second Class Lower Division (2:2) for some Engineering courses
- In addition, good grades are normally required in key modules at undergraduate level
- English Language qualification
- Some high demand courses require a deposit to secure a place on the course

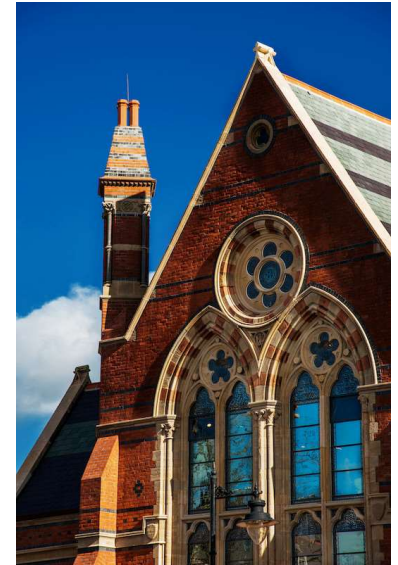


Postgraduate Research - Entrance Requirements

Normally an Upper Second Class Honours Degree (2:1) from a UK university (or equivalent) or other suitably quality assured Higher Education Provider recognised by the University

A 2:2 plus Masters may be accepted in lieu of 2:1 at the discretion of the School

- Relevant publications, professional research experience or other achievements by the applicant may also be considered as additional evidence of suitability for admission
- Research Proposal
- Research Clusters – Coursefinder
 - Find a PhD -
<https://www.findaphd.com/phds/queen-s-university-belfast/?40MM00>



How to Apply – Find a Supervisor - <https://pure.qub.ac.uk/en/>

The screenshot shows the homepage of the Queen's University Belfast Pure website. At the top left is the university's crest and logo. A red navigation bar contains a 'Help & FAQ' link. The main header features a large photograph of the university's main building with the text 'Welcome to Queen's University Belfast' and a search bar. Below the search bar is an 'Advanced search' link. A horizontal menu at the bottom displays various categories with their respective counts: Profiles (4692), Organisations (95), Research output (89359), Projects (3067), Impact (160), Datasets (384), Activities (56267), and More (8314).

QUEEN'S UNIVERSITY BELFAST

Help & FAQ

Welcome to Queen's University Belfast

Advanced search

Category	Count
Profiles	4692
Organisations	95
Research output	89359
Projects	3067
Impact	160
Datasets	384
Activities	56267
More	8314

Welcome to Research at Queen's University Belfast

English Language Requirements

Qualification	Linguistically less demanding courses (eg. most Engineering)	Most Courses (eg. Management/ Business)	Linguistically more demanding courses
IELTS Academic IELTS Academic for UKVI Purposes	6.0 with minimum of 5.5 in all four elements of the test	6.5 with minimum of 5.5 in all four elements of the test	7.0 with minimum of 5.5 in all four elements of the test
TOEFL iBT (Internet based test)	80 overall with minimum marks as follows: Listening – 17 Reading – 18 Speaking – 20 Writing – 17	90 overall with minimum marks as follows: Listening – 17 Reading – 18 Speaking – 20 Writing – 17	95 overall with minimum marks as follows: Listening – 17 Reading – 18 Speaking – 20 Writing – 17



English Language Requirements (alternative options)

Acceptable (alternative) English language tests

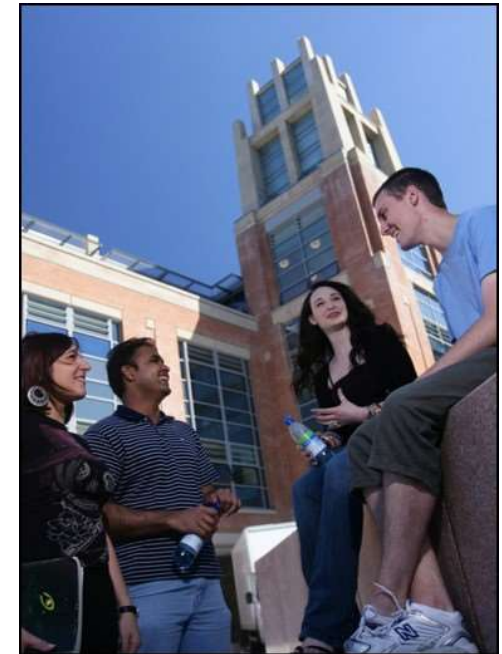
<http://www.qub.ac.uk/International/International-students/Applying/English-language-requirements/>

INTO Queen's University Belfast

Pre-sessional English Courses – 10, 6 and 4 week options (both online and in Belfast)

English for University Study (Academic English)

<https://www.intostudy.com/en/universities/queens-university-belfast>




Agent Portal - Postgraduate Direct Applications

<https://dap.qub.ac.uk/dapprd/agents/>



Welcome to the Queen's University Agent Portal

Enter your Agent ID and Password and then click the Log In button. If you have forgotten your Agent ID or Password follow the Get help link.

Sign In Direct Applications  Agent Portal

Agent ID

Password

Sign In Help

Forgotten your password or Agent ID? [Get help](#).

Useful Links

Agent Portal User Guide

[Download a copy of the Agent Portal User Guide.](#)

Course Finder


[Visit our online Course Finder.](#)

Information for international students


[Visit our international students website.](#)

Agent Portal – Logging In

<https://dap.qub.ac.uk/dapprd/agents/>



**QUEEN'S
UNIVERSITY
BELFAST**



**RUSSELL
INTERNATIONAL
EXCELLENCE
GROUP**

Agent Portal Home | Log Out | Reset Password

Your first login to Agent Portal

As this is your first time logging into the Agent Portal you must reset your password.

Please enter the password you have been supplied with. You should then select your own password and enter it twice in the spaces provided. Passwords should be between 8 and 20 characters and should not include special characters.

Reset Password

Current Password

New Password

Re-enter New Password

Queen's University, Belfast

Agent Portal – Home Page

<https://dap.qub.ac.uk/dapprd/agents/>

Your Messages - you have 0 unread messages

[Create New Applicant](#) [Associate Existing Applicant](#)

Welcome to the Agent Portal

The Agent Portal will allow you to manage your applications to Queen's University Belfast.

Agent Portal User Guide

[Download a copy of the Agent Portal User Guide.](#)

Create New Applicants

Click the 'Create New Applicant' button above. You will be asked to complete a registration page for the applicant. After completing the registration page the applicant will be added to your Active Associations list - you will then be able to add applications for the candidate.

Associate with Existing Applicants

If you have provided assistance as an Agent to an applicant who has submitted their own application you may use this feature to associate the applicant with you. Click the 'Associate Existing Applicant' button above. You will require the applicant's email address. The applicant will be asked to confirm that they wish to be associated with you. While we are awaiting their reply they will be listed under Pending Associations.

Manage Existing Applicants

Applicants you have already created are listed below under Active Associations. The 'Log In' button will open the candidate's application. The 'View Summary' button allows you to see summary information about an applicant, any applications they have, the current Decision-Reply status, reply to offers and any messages sent to the applicant. The 'Archive' button allows you to archive old applicants. You can view archived applicants by scrolling to the bottom of this page and clicking the 'View Archived Associations' button.

We hope that you find this service helpful but if you have any problems or suggestions for improvement we would be happy to hear from you. Please email us at intl.student@qub.ac.uk.

Queen's University, Belfast

Agent Portal – Associate Existing Applicant

<https://dap.qub.ac.uk/dapprd/agents/>



RUSSELL
INTERNATIONAL
EXCELLENCE
GROUP

Agent Portal

[Home](#) | [Log Out](#) | [Reset Password](#)



Request To Associate With Existing Applicant

If you have provided assistance as an Agent to an applicant who has submitted their own application you may use this feature to associate the applicant with you as an Agent.

Enter the applicant's email address and click the 'Find Applicant' button. The applicant will be sent an email asking them to confirm that they wish to be associated with you.

While we are waiting for the applicant's reply the request will be shown in your 'Pending Associations' list. If the applicant confirms the association they will be added to your 'Active Associations' and you will be able to manage their application.


If the applicant does not reply and you wish to remove the requested association click the 'Delete Request' button in your 'Pending Associations' list.

Email address

Cancel

Find Applicant

Agent Portal – view decisions



QUEEN'S UNIVERSITY BELFAST

RUSSELL INTERNATIONAL EXCELLENCE GROUP

Direct Applications Portal

Welcome Student 1,

To apply you should complete 'My Details' and then 'My Applications'. You can save your application and return to complete it at a later date.

After you have completed your first application you can submit additional applications by visiting 'My Applications'.

You will be able to accept/decline offers in the 'My Applications' section.

For applicants who receive offers you will find it helpful to visit the New Students website at www.qub.ac.uk/new-students/.

My Details

Your personal details are now complete

[More](#)

My Messages

You have 6 new messages

[More](#)

My Applications

You have 0 pending applications
You have 2 submitted applications

You have new offers
[Reply Now](#)

[More](#)

Help

- Queen's University Belfast Homepage
- Frequently Asked Questions
- Contact Us
- Guidance Notes

My Documents

You have not uploaded any documents

[More](#)


Queen's University, Belfast

Agent Portal – view decisions and reply to offers


Direct Applications ●●●●
Agent Portal

AGENT: Liam Barton Global Visions Agency
Return to Agent Homepage

Home | Settings | Log Out



QUEEN'S UNIVERSITY BELFAST



RUSSELL INTERNATIONAL EXCELLENCE GROUP

Direct Applications Portal

My Applications > Home


If you are unsure how to answer any question click on the question mark icon (?) adjacent to the question for guidance. Guidance notes on completing each page are also available by clicking on the question mark icon (?) located in the top right hand corner of the page.

If you have any difficulty completing your application please contact the Admissions & Access Service for advice.

New Application

[New Application](#)

Existing Applications

**You have new offers**

In order to view the details of your new offer click on the 'View Decision' button.

This will also allow you to reply accepting or declining the offer you have received.

Type	Title	Date Created	Status	Options
Submitted				
PGT	00232603 - Accounting and Finance (Master of Science)	13th Mar 2012 06:00pm	Submitted	View Decision
PGT	00232602 - Finance (Master of Science in Finance)	13th Mar 2012 06:00pm	Submitted	View Decision

Queen's University, Belfast

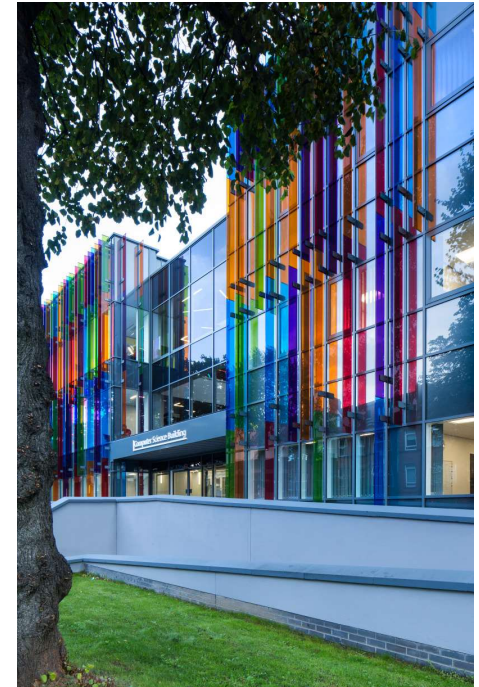
Benefits of the Agent Portal

- Agents can manage all of their postgraduate applicants to Queen's through one web-based interface
- Facility to register new applicants and submit applications on their behalf
- Agents can track applications and respond to offers on behalf of applicants
- It is possible to for an agent to associate themselves with an applicant who has already submitted an application to the University
- If agents use the Agent Portal, it will assist with commission payments



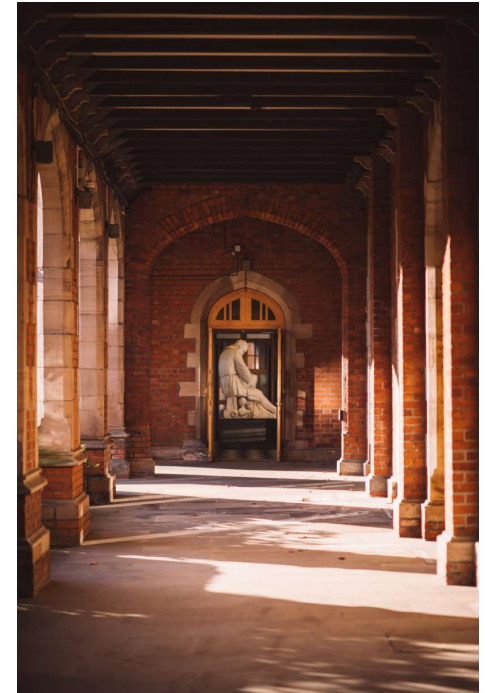
Getting a Decision

- A decision will be made on the application, either by the International Admissions team (for most PGT Masters) or the School
- Centralised PGT decisions are normally made within one to two weeks of receipt of all required information. At peak times eg. after a holiday period, this may take longer, or if an applicant is borderline
- Decisions on PGR applications will take longer, as the School may operate a gathered field and/or require an interview
- When the decision is made, an email is sent to the applicant to advise them to log on to the Postgraduate Direct Applications Portal, to view the decision in real time
- A formal letter providing more detailed information and guidance notes (for offer holders) follows by email
- Applicants (and agents) can accept or decline the offer through the Portal



Confirming Offers

- If the offer is conditional upon completion of degree or an English language test, a scanned copy of the award certificate or final transcript must be uploaded through the Portal
- If a deposit is required to secure a place on the course this should be paid by the date in the offer letter
- International applicants for PGT one-year courses are required to pay a tuition fee deposit of £2,500 once their application status is Unconditional Accept
- £2500 deposit should be paid before a CAS is issued by Admissions for visa purposes
- Queen's International Student Support will provide advice on visa application process for all international students



Academic Progression – UKVI Requirements

Students who have previously studied in the UK

Applicants who have previously been granted leave in the UK on a Tier 4 or Student route visa and are applying from within the UK to extend their stay, must show academic progression from their previous course

This means that the applicant's new course must normally be above the level of the previous course for which they were given Tier 4 or Student leave. For example, if an applicant's previous course was at Bachelor level, their next course should be at least Master's level

Applicants must normally have successfully completed the course for which they were last granted Tier 4 leave (meaning they have achieved the qualification for which they were studying)

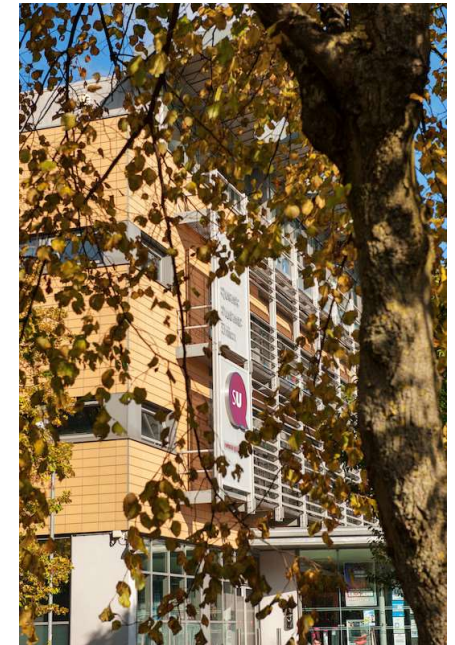


Academic Progression – UKVI Requirements - continued

If an applicant's previous study is at the **same degree level**, 'Academic Progression' needs to be assessed and justified either on the basis that the two courses are related (connected, part of the same subject group, or involves deeper specialisation), or the two courses combined support the applicant's genuine career aspirations

Admissions will assess the information provided by applicants who indicate that they have previously studied a course at the same level

Applicants who have failed to complete their previous course due to exceptional circumstances may be considered at the discretion of the University for a CAS for Entry Clearance only, if satisfactory documentary evidence can be provided eg. medical records



Confirmation of Acceptance for Studies - CAS

A Confirmation of Acceptance for Studies (CAS) is required by all non-UK/Irish nationals who wish to apply for a Student visa (previously Tier 4)

Applicants who require a CAS must provide a copy of their passport and details and evidence of previous UK immigration history, if applicable

Completed CAS Assessment Forms should be returned to cas.info@qub.ac.uk

Applicants must satisfy the UKVI requirements for academic progression

CAS are normally issued within 48 hours of receipt of all required documentation, if the applicant is Unconditional Accept

CAS statements are issued electronically by email

Joint CAS (for Pre-sessional English language course + degree) may be issued to eligible applicants



Joint CAS (for Pre-sessional + Degree)

- If an applicant holds an IELTS Academic test for which the overall result is no more than half an IELTS band below the course requirement, they may qualify for a Joint CAS (to cover Pre-sessional English (in Belfast) + degree programme)
- INTO Queen's notifies Admissions of applicants who have applied for a Pre-sessional course and meet the agreed requirements for Joint CAS
- Depending on the scores achieved in the IELTS test upon entry to the Pre-sessional course, applicants may (or may not) be required to take an exit test



New Students Website:

<https://www.qub.ac.uk/new-students/>



[Helpful links](#) [Staff](#) [Students](#) [Alumni](#)

[STUDY](#) [RESEARCH](#) [INTERNATIONAL](#) [BUSINESS](#) [ABOUT](#) [Q](#)

International

[HOME](#) / [NEW STUDENTS](#) / [INTERNATIONAL](#)

[Enrolment and Registration](#)

[My Queen's](#)

[Undergraduate](#)

[Postgraduate](#)

[International](#)

[Semester Dates](#)

[Virtual Tour](#)



International Undergraduate Students

Find information about your CAS and Visa, tuition fees and scholarships, accommodation, and pre-session English courses.


[International Undergraduate Students](#) ►



International Postgraduate Students

Get information on Visa/CAS procedures, accepting your offer, fees and finances, pre-session English and useful contacts.

[International Postgraduate students](#) ►



**International Admissions Team
Admissions and Access Service
Lanyon North
Queen's University Belfast
BT7 1NN**

Tel: 028 9097 3004

Fax: 028 9097 5151

General enquiries:
intl.student@qub.ac.uk

CAS Queries:
cas.info@qub.ac.uk



Thank you