

Selene Clarke

By email: request-879827-39a20991@whatdotheyknow.com

9 August 2022

Dear Selene Clarke,

G01146: Freedom of Information Request

We refer to your request for information dated 18/07/2022 under the Freedom of Information Act 2000 (the "Act").

Please find below your question, with the University's corresponding response.

Question

Dear University of Southampton,

I would like to request information about the following questions regarding your A100 course. All information required is for the past 5 admission cycles.

1. Weightage by percentage for each part of the application (UCAT, A levels or equivalent, GCSEs, personal statement, work experience, interview).
2. UCAT scores (Average, lowest and highest), predicted and achieved A level grades (Average, lowest and highest) for applicants who received an offer of admission. Separately for UK undergrad, UK grad, international undergrad and international grad applicants.
3. For the academic part of the application how much importance is placed on predicted A levels vs Achieved A levels vs GCSEs
4. Once the selected applicants finish the interview stage, do they get offers based solely on their interview scores or overall application?

5. For grad students, how much importance is placed on their marks/grades for their undergrad course?

6. Do you foresee any changes to your selection policy for the upcoming admission cycle compared to recent years?

Thank you for your time.

Yours faithfully,

Selene Clarke

Answer

In accordance with [Section 1\(1\)\(a\)](#) of the Act, we confirm that the University holds the information of the description specified in your request.

Please be advised that under Section 12(1) of the Act, the University is not obliged to comply with your request for information, as the time taken to deal with your request would exceed the appropriate limit.

Section 12(1) – provides that:

12. — (1) Section 1(1) does not oblige a public authority to comply with a request for information if the authority estimates that the cost of complying with the request would exceed the appropriate limit.

Section 12(1) of the FOIA is a provision which allows a public authority to refuse to comply with a request for information where the cost of compliance is estimated to exceed a set limit known as the appropriate limit.

The relevant Regulations which define the appropriate limit for section 12 purposes are The Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulation 2004 SI 2004 No 3244. These are known as the 'Fees Regulations'.

Regulation 3 of the 'Fees Regulations' states that the appropriate limit for public authorities such as the University is £450.

Regulation 4(3) of the 'Fees Regulations' states that a public authority can only take into account the costs it reasonably expects to incur in carrying out the following permitted activities in complying with the request:

- determining whether the information is held;
- locating the information, or a document containing it;
- retrieving the information, or a document containing it; and
- extracting the information from a document containing it.

All public authorities should calculate the time spent on the permitted activities at the flat rate of £25 per person, per hour.

This means that the appropriate limit will be exceeded if it would require more than 18 hours work for public authorities such as the University.

The appropriate team with responsibility for collating the requested information, has advised that for the past five years, consideration of potentially around 2000 plus offer holders individual case files/records would be required. Given that on average each record would require five minutes of consideration multiplied by the 2000 plus records held.

The University does not have to make a precise calculation of the costs of complying with the request, instead only an estimate is required. However, it must be a reasonable estimate, which has been provided above.

In order for the University to comply with your request, you are required to reduce the scope of your application.

As you will deduce from the estimate of time required to comply with your original request, you will have reduce the scope of your request considerably.

For suggestions this would include:

- Answering Questions 1, 3, 4, 5 and 6.

Paragraph 14 of Section 45 of the Code of Practice states that where a public authority is not obliged to comply with a request because it would exceed the appropriate limit to do so, then it:

“...should consider providing an indication of what, if any, information could be provided within the cost ceiling. The authority should also consider advising the applicant that by reforming or re-focussing their request, information may be able to be supplied for a lower, or no, fee.”

The University can inform you as the request of what information can be provided within the appropriate limit. This is important for two reasons:

1. a failure to do so may result in a breach of Section 16 of the Act; and
2. because doing so is more useful than just advising you as the requestor to ‘narrow’ the request or be more specific in focus. Advising requestors to narrow their requests without indicating what information we as a University can provide within the limit, will often just result in you as the requester making new requests that still exceed the appropriate limit.

Any refined request you submit will be treated as a new request for the purposes of the Act.

If you do not feel that we have dealt with your request in accordance with the requirements of [Part I](#) of the Act, you may request a review. Your request for a review **must** specify in what respect you consider that the requirements of [Part I](#) of the Act have not been met; mere dissatisfaction with our response is insufficient. Please address your request for a review by completing the [form](#) and selecting Fol Review.

In accordance with section 5.3 of the [Code of Practice](#), a request for a review must sent within 40 working days of the date of this letter. The University is not obliged to accept any requests for a review beyond 40 working days. We will acknowledge your request for a review and endeavour to respond within 20 working days of its receipt but please note that a deadline for a review response is not prescribed by the Act.

The Information Commissioner is responsible for enforcing rights of access to information and the operation of the publication scheme. You may apply to the Information Commissioner in writing (FOI/EIR Complaints Resolution, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF) or [electronically](#) for a decision whether, in any specified respect, your request for information has been dealt with by the University in accordance with the requirements of [Part I](#) of the Act. The Information Commissioner will not normally act unless they are satisfied that the University's review procedure has been exhausted.

Yours sincerely,

foi

FREEDOM OF INFORMATION ACT 2000 | RESPONSE TO REQUEST
FOR INFORMATION PROVIDED BY THE UNIVERSITY OF SOUTHAMPTON
https://www.whatdotheyknow.com/body/university_of_southampton