

Business Assurance
Information Compliance

5th Floor
James Clerk Maxwell Building
57 Waterloo Road
London
SE1 8WA

Tel: 020 7848 7816
Email: info-compliance@kcl.ac.uk



Shumeng Wang

By email only to: request-652226-626e7896@whatdotheyknow.com

06 April 2020

Dear Shumeng,

Request for information under the Freedom of Information Act 2000 ("the Act")

Further to your recent request for information held by King's College London, I am writing to confirm that the requested information is held by the university.

Your request

We received your information request on 5th March 2020 and have treated it as a request for information made under section 1(1) of the Act.

You requested the following information:

I would like to request that you provide the following information regarding applications to Masters courses: the grading scale you use for scoring each component, including academic grades, home institution reputation, research/internship experience, references, CV, GRE/GMAT, language qualifications, personal statement, etc., of an application profile to reach a final decision on whether it should be offered a place. The grading scale can be liaised between departments housed within King's College London, or a general one for all departments; however, the first option is preferred. If possible, please provide a detailed grading form as an attachment to the request.

Our response

The Post Graduate team does not have a universal scoring system. Instead, information supplied by applicants are verified by Admissions Officers, who then pass the applications to an Admissions Tutor in the specific department to which the application is relevant. Applications are assessed holistically, taking into account

a number of factors such as education history, references, personal statements and in some cases employment history.

In addition, Kings college would also advise looking at the prospectus for entry requirements for individual courses.

This completes the university's response to your information request.

Your right to complain

If you are unhappy with the service you have received in relation to your information request or feel that it has not been properly handled you have the right to complain or request a review of our decision by contacting the Assistant Director of Business Assurance (Information Compliance) within 60 days of the date of this letter.

Further information about our internal complaints procedure is available at the link below:

http://www.kcl.ac.uk/college/policyzone/assets/files/governance_and_legal/Freedom_of_Information_Policy_updated_Oct_%202011.pdf

In the event that you are not content with the outcome of your complaint you may apply to the Information Commissioner for a decision. Generally the Information Commissioner cannot make a decision unless you have exhausted the internal complaints procedure provided by King's College London.

The Information Commissioner can be contacted at the following address:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Yours sincerely

Olenka Cogias

Information Compliance