



University of East Anglia

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[REDACTED]

27 November 2017

Dear [REDACTED]

Freedom of Information Act 2000 – Information request (ref: FOI_17-266)

We have now considered your request of 30 October 2017 for information relating to our response to your prior request, FOI_17-239, and the University's relationship with UKCAT.

Our response is on pages 2-4 of this letter, together with a copy of your request and within the attached document entitled FOI_17-266 Appendix A.

On this occasion it is not possible to provide all the requested information. In line with your rights under section 1(1)(a) of the Act to be informed whether information is held, we confirm that the University does not hold information relevant to questions (iii.b), (iii.c), (iii.d), (iii.e) and (iii.f) of your request. Further information is on pages 3-4 of this letter.

We hope this information will meet your requirements, however if you are not satisfied you have the right of appeal. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address. You must appeal within 60 calendar days of the date of this letter. Any appeal received after that date will not be considered nor acknowledged. This policy has been reviewed and approved by the Information Commissioner's Office.

You also have a subsequent right of appeal to the Information Commissioner's Office. Further information is available on their website:

https://ico.org.uk/Global/contact_us, or by telephone on 0303 123 1113.

Please note that any material over which UEA has copyright is released on the understanding that you will comply with all relevant copyright rules regarding reproduction and/or transmission of the information provided.

Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

Dave Palmer
Information Policy and Compliance Manager
University of East Anglia

Response to Freedom of Information Act 2000 request (FOI_17-266)

Re: Response to request for information from University of East Anglia (ref: FOI_17-239)

Thank you for your response dated 30/10/2017 (08:45).

Please provide clarification:

(i) Re (1) and (2): Please clarify the procedure administered by UEA that resulted in more students being admitted to read medicine than the number of places available?

Standard admissions procedures are in place and are detailed in our [regulations](#)¹ and [guidance to applicants](#)². The management of student targets and reporting is conducted as part of our annual student recruitment decision-making. Variances to commissioned targets are discussed with the relevant funding authority in each instance.

ii) Re (3) and (4): you have responded:

'Our response to questions (3) and (4) above is presented within the table below. It should be noted that any exemption waiver is given by the UKCAT, not the University.

In relation to the information not held,

- For 2005-06, from 2007-08 to 2009-10, and for 2017-18 we do not have any recorded information regarding the reason for the granting of an exemption*
- In 2006-07, UKCAT was not utilised*
- From 2010-11 to 2016-17, specific reasons are not held, merely a generic indication of the nature of the exemption*
- For 2018-19, information has yet to be provided by UKCAT. It should be noted, however, that as of that year UKCAT will no longer grant exemptions*
- A 'geographic' exemption covers applicants who could sufficiently prove that they were unable to access a UKCAT testing centre within their home country or region.'*

(ii.a) Please clarify:

You have stated, 'It should be noted, however, that as of that year UKCAT will no longer grant exemptions'. However, it is not the case that exemptions are not granted. UKCAT Consortium Limited has stated that from 2016 the universities issued exemptions directly (not UKCAT Consortium Limited).

Therefore:

(ii.a.1) why have you stated, 'For 2018-19, information has yet to be provided by UKCAT' (by which it is assumed you mean UKCAT Consortium Limited)?

We provided that response because, as of the date of receipt of the request, no applicant assessment data had been received by UEA from UKCAT.

¹<https://portal.uea.ac.uk/documents/6207125/7465906/Section+3+Admission+Requirements+for+UG+Prgrammes.pdf>

² <https://www2.uea.ac.uk/study/undergraduate/degree/detail/mbbs-medicine>

Regarding the comment following (ii.a), we note UKCAT stated that they will no longer grant exemptions [on their website](#)³.

We are unable to verify your statement regarding the 2016 reference, but would note that the University does not exempt anyone from the UKCAT process and, instead, requires all applicants to apply to UKCAT or risk a null value on their UCAS application.

(ii.a.2) why have you stated, '2017-18 we do not have any recorded information regarding the reason for the granting of an exemption'?

No data is held on file for any applicants assessed by UKCAT that may have been considered for exemption for sitting the assessment.

(ii.b) Please clarify: how many requests for exemptions were received for 2017-18? and for 2018-19?

For 2017-18, the response now as within the initial response is '0'. For 2018-19, as of the date of this current request, there has been one (1) request made directly to UEA. UEA has no recorded information stating the number of applications for exemption made to UKCAT. UKCAT has publically stated that it will no longer grant exemptions and details are available [on their website](#)⁴.

(iii) Re (5): You have responded: 'The University does not utilise nor possess a standard or generic notice issued to applicants giving notice of an exemption or waiver for the UKCAT. It should be noted that any exemption waiver is given by the UKCAT, not the University. The University receives this information from UKCAT and does not follow this up with a University notice.'

(iii.a) Please provide copy of the contract between UEA and UKCAT Consortium Limited in respect of the process you describe above re 2017 and 2018 entry.

Our response is within the attached document entitled FOI_17-266 Appendix A.

(iii.b) Please provide copy of the documented procedure and authorisation/contract issued to UKCAT Consortium Limited in respect of UEA's criteria for determining the grounds for reasonable adjustments/exemptions for the UKCAT (as conducted up to 2016).

[Information not held - s.1(1)(a), Freedom of Information Act]

No documented/recorded information exists.

(iii.c) Please provide copy of UEA's documented procedure for dealing with requests for reasonable adjustments/exemptions for the UKCAT (2016 to the current date).

[Information not held - s.1(1)(a), Freedom of Information Act]

Please note the response to question (iii.b) above.

³ <https://www.ukcat.ac.uk/sjface/test-day/mitigating-circumstances/>

⁴ Ibid.

(iii.d) Please provide copy of UEA's documented procedure setting out the documented criteria in respect of reasonable adjustments/exemptions for the UKCAT (2016 to the current date).

[Information not held - s.1(1)(a), Freedom of Information Act]

Please note the response to question (iii.b) above.

(iii.e) Please provide details of the dates on which UEA conducted oversight review/scrutiny of the administration of the UKCAT?

[Information not held - s.1(1)(a), Freedom of Information Act]

UEA has attended a number of meetings as part of UKCAT-led meetings. The meetings allow for questions to be raised and to communicate developments of the UKCAT assessment to the consortium.

Meeting dates are not formally recorded but individual diaries suggest the meeting dates included 10/12/2010, 21/06/2011, 16/12/2011, 22/06/2012, 11/12/2012, 07/06/2013, 04/12/2013, 27/06/2014, 12/12/2014, 11/12/2015, 01/07/2016, 09/12/2016, and 29/06/2017.

(iii.f) Please provide details of the dates on which UEA informed the GMC QABME Team (during review and/or annual return) of the procedure and criteria/grounds for issuing exemptions for the UKCAT?

[Information not held - s.1(1)(a), Freedom of Information Act]

UEA does not hold any record of informing or providing the GMC QABME Team with UEA's procedure and criteria/grounds for issuing exemptions for the UKCAT.

The GMC most recently visited UEA in 2015 and reviewed all procedures including admissions. Medical School Annual Returns are made to GMC on an annual basis and are [publicly available](#)⁵.

⁵ <https://www.gmc-uk.org/education/26867.asp>