**Diploma in Professional Legal Practice - University of Glasgow Admissions Policy**

The University of Glasgow Admissions Policy for the Diploma in Professional Legal Practice (DPLP) reflects the admissions guidance set out on the Law Society of Scotland’s website. The Admissions Policy is as follows.

1. Offers (inclusive of part-time and conditional offers) may be made to the top-ranked applicants, in accordance with the criteria set out below. The number of offers made may vary year on year, depending on capacity.
2. If the number of students to whom the Admissions Committee is willing to make an offer exceeds the number of places available, the remaining students will be placed on a waiting list and offered places (according to ranking) as they become available (as successful applicants decline) in round two, but only where those students have not accepted an offer at another provider.
3. Ranking will be calculated as follows.
	1. Each applicant will be assigned a percentage, which represents their overall achievement in relation to the Foundation Subjects[[1]](#footnote-1). Please see the Appendix, which sets out how the percentages are calculated.
	2. Applicants will be ranked from first place (representing the applicant with the highest percentage) to last place (representing the applicant with the lowest percentage).
	3. Where two or more applicants have identical percentages, the following will be taken into account in order (from i to v):
		1. whether the applicant received an adjusted / widening access offer (or equivalent) when applying to higher education for the first time (an applicant who answered yes will be ranked higher);
		2. the number of fails in the Foundation Subjects (the applicant with fewer fails will be ranked higher);
		3. the overall degree classification (the applicant with the higher honours classification (whether in law or, in the case of a graduate entry student, in another discipline) will be ranked higher);
		4. whether the applicant has a traineeship secured (the applicant with a traineeship secured will be ranked higher); and
		5. any other factor the Admissions Committee thinks is relevant.
4. The Admissions Committee will consider all applicants who have disclosed special circumstances. The Admissions Committee has discretion to offer places to any applicant who has disclosed special circumstances, even if that applicant would not have been offered a place due to ranking. When using discretion, the Admissions Committee will consider an applicant’s special circumstances, together with the applicant’s place in the overall rankings.
5. The Admissions Committee has discretion to place weight on applicants’ provider choice and make offers accordingly.
6. The Admissions Committee has discretion to make or decline to make an offer to any applicant, regardless of ranking.

**Appendix**

**Percentage Calculation**

Each applicant will be assigned a percentage which reflects that applicant’s overall achievement in the foundation subjects. There must be a level playing field, to allow us to assess and rank each applicant fairly. There are three main issues which affect such assessment and ranking: (1) information obtained from different providers using bespoke grading systems; (2) applicants from the University of Glasgow with degrees from some years ago; and (3) applicants who have achieved ad hoc qualifications from the Law Society of Scotland.

**1. Different Providers**

**a) Stage One: Conversion to Percentage**

Grade Point Averages (GPAs) are converted, where necessary, from a scale to percentages. Please see Table A below.

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| **Table A** |
| **Provider** | **System** | **Conversion** |
| Aberdeen | 22 point scale - GPA | Conversion to percentage:X/22\*100 |
| Abertay | 4.5 point scale - GPA | Conversion to percentage:X/4.5\*100 |
| Dundee | 23 point scale - GPA | Conversion to percentage:X/23\*100 |
| Edinburgh | Percentage | n/a |
| Glasgow Caledonian | Percentage | n/a |
| Glasgow | 22 point scale – GPA | Conversion to percentage:X/22\*100 |
| Napier | Percentage | n/a |
| Robert Gordon | Percentage | n/a |
| Stirling | 100 point scale - GPA | n/a |
| Strathclyde | Percentage | n/a |
| Law Society of Scotland | 20 point scale - GPA | Conversion to percentage:X/20\*100 |

**b) Stage Two: “Normalisation” of GPA**

In order to maintain the level playing field, applicants’ GPA will be “normalised” by use of the following formula.

* *Normalised GPA = Applicant GPA − (Average GPA of Undergraduate Institution − Overall Average GPA)*

By applying this formula, any difference in approach by different undergraduate institutions will be addressed.

Example

* Institution A has an average GPA, among those applying to the DPLP, of 40.
* Institution B has an average GPA, among those applying to the DPLP, of 50.
* Institution C has an average GPA, among those applying to the DPLP, of 60.
* The overall average of all three institutions is 50.

Applicant A, from Institution A, has a GPA of 40. Applicant B, from Institution B, has a GPA of 50. Applicant C, from Institution C, has a GPA of 60. All applicants therefore reflect the average of their respective cohorts, but there is a clear difference in ranking. To “normalise” this, we apply the formula.

* Applicant A normalised GPA = 40 – (40 – 50) = 50
* Applicant B normalised GPA = 50 – (50 – 50) = 50
* Applicant C normalised GPA = 60 – (60 – 50) = 50

All applicants now have a GPA of 50, which reflects the overall average.

**2. Applicants with Historic Grades**

Each year, we receive applications from people who completed their LLB degree at Glasgow some years ago. At Glasgow, the points attributed to grades have changed over time. Further, new bands were introduced (eg A1, A2 and so on).

It is unfair to penalise applicants who graduated earlier and so, to combat this issue, the mid-point of each current grade point is assigned to historic grades.

Table B below sets out the relevant points[[2]](#footnote-2).

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| **Table B** |
| **Grade** | **Historic Grade Points** | **Current Grade Points** | **Mid-point** |
| **A** | 16 | 18 – 22 | 20 |
| **B** | 14 | 15 – 17 | 16 |
| **C** | 12 | 12 – 14 | 13 |
| **D** | 10 | 9 – 11 | 10 |
| **E** | 8 | 6 – 8 | 7 |
| **F** | 6 | 3 – 5 | 4 |
| **G** | n/a | 1 – 2 | n/a |

Once the GPA is calculated, it will be converted to a percentage, in accordance with Table A.

**3. Law Society of Scotland (LSS) Qualifications**

We occasionally receive applications from Glasgow applicants[[3]](#footnote-3) who are missing one or two foundation subjects and have completed these subjects by passing LSS examinations.

The credit weighting attributable to the relevant subject in the relevant year is applied.

For example, if an applicant had completed all Foundation Subjects at Glasgow in 2012/3 with the exception of Obligations 1A and Property Law, we take their LSS GPA for those subjects and apply Glasgow’s credit weighting (from 2012/3), with a view to determining an overall GPA. That GPA is then converted to a percentage in accordance with Table A.

1. Subjects which meet the Law Society of Scotland’s foundation programme outcomes and which are necessary for entry to the DPLP. [↑](#footnote-ref-1)
2. It is clear that those applicants who achieved a D or above benefit. However, those who achieved an E or lower will not benefit. In the interests of fairness, though, this is the best approach. Most applicants who stand a chance of obtaining a place to study the DPLP at Glasgow will have grades of D and above. [↑](#footnote-ref-2)
3. Applicants who completed their LLB at other providers (and who have undertaken ad hoc LSS examinations) are not our concern, as it is the responsibility of the other providers to attribute an overall GPA or percentage (which will thereafter be converted, if necessary, in accordance with Table A). [↑](#footnote-ref-3)