**UK Foundation Programme August 2024  
Deans Statement**

If you are applying through the UKFPO’s eligibility application process for the 2024 UK Foundation Programme you must submit a completed Dean’s Statement on Oriel, together with the rest of your eligibility documentation. This statement forms a mandatory part of your eligibility application.

The Dean’s Statement must be completed by the Dean of your medical school or by an equivalent official to the Dean or the Dean’s nominated representative. You must request that the Dean completes the form and returns it to you so that you can include it with your eligibility documentation. Your medical school must not send it to the UKFPO separately as it will not be accepted.

**Please refer to the eligibility application timeline and deadlines which are available on the [UKFPO website.](https://foundationprogramme.nhs.uk/programmes/2-year-foundation-programme/eligibility-information/)**

Applicants **must** use the 2024 version of the Dean’s Statement template. It is **the applicant’s responsibility** to ensure that the correct version is used and that it is completed correctly before submitting it to the UKFPO via Oriel. If a template from a previous recruitment round has been used, this will not be accepted. Statements provided in another format will also not be accepted.

Errors identified later cannot be rectified. If your Dean’s Statement is not completed correctly, or the wrong template has been used then your eligibility application will be deemed ineligible and your application to the 2024 Foundation Programme will be unsuccessful. The UKFPO does not provide a pre-checking service. Any documents emailed separately to the UKFPO will **not** be reviewed.

**Important:**

* The Dean’s Statement is to be used by eligibility applicants wishing to apply to **any** UK Foundation Programme starting in August 2024. This includes the Specialised Foundation Programme (SFP) and Foundation Priority Programmes (FPP).
* The Dean’s Statement can be hand-written (blue or black ink accepted) or typed, however we will not accept a Dean’s Statement if the signature is filled in by only typing the Dean’s name out. It must be an official digital signature or signed in ink.
* The document upload can be in colour or in black and white.

**Instructions for the Medical School Dean**

This form has been sent to you by a medical student or graduate who wishes to apply for the two-year UK Foundation Programme starting in August 2024.

This form must be completed by the Dean of the applicant's medical school (or the equivalent official to the Dean or the Dean's nominated representative - please note that this does not include administrative staff) and returned to the applicant. Please ensure that **all** sections of this form are completed, **including the applicant's full name on** **both** **pages**.

If the applicant does not submit this form on the Oriel system as part of their eligibility application to the UKFPO **by the application deadline of 25 July 2023 (12:00 midday BST)** they will be deemed ineligible to apply for the 2024 UK Foundation Programme.

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| **SECTION 1: Permission to apply** | | | |
| **I confirm that (insert applicant’s name)**         **is/was a student at (insert name of medical school):** | | | |
| **Their date of qualification will be/was:**  **(e.g.10 May 2024)** | Day: | Month: | Year: |
| **I give permission for the applicant named above to apply for the 2-year UK Foundation Programme which begins in August 2024.** | | Yes: | No: |
| **I confirm that the applicant is/was of good standing at this medical school and is considered fit to practise medicine in accordance with the UK General Medical Council’s (GMC) Fitness to Practise requirements as described in the** [**GMC’s Good Medical Practice (2013)**](http://www.gmc-uk.org/guidance/good_medical_practice/index.asp)**.[[1]](#footnote-2)** | | Yes: | No: |

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| **SECTION 2: Primary Medical Qualification [[2]](#footnote-3)** | | |
| Please note: you are not required to complete this section if the applicant has evidence of a current general, academic or UKVI International English Language Testing System (IELTS) certificate with a minimum score of 7.5 in **each** of the domains: speaking, listening, reading and writing; **OR** evidence of a current Occupational English Test (OET) certificate with a minimum score of 400 in **each** of the domains: speaking, listening, reading and writing.  The IELTS or OET must have been sat on or after **06 August 2022** to be used as evidence of English language proficiency. | | |
| **I confirm that the entire primary medical qualification, including clinical activities, undertaken by the applicant named above is being taught/was taught solely in English.** | Yes: | No: |

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| **SECTION 2: Primary Medical Qualification[[3]](#footnote-4) - Continued……** | | |
| **I confirm that all examinations undertaken by the applicant during their primary medical qualification will be/were solely in English.** | Yes: | No: |
| **I confirm that at least 75% of clinical interaction undertaken by the applicant, including personal contact with patients, their families and other healthcare professionals, was conducted in English i.e. without any translation support.** | Yes: | No: |

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| **SECTION 4: Declaration** | | |
| Failure to complete all fields below will invalidate this form and the applicant will be deemed ineligible to apply. | | |
| With reference to (insert applicant’s name)  **I hereby declare that the information I provided in this statement is true and I understand that I may be contacted by the UKFPO to verify it.**  **Signature:**  **Date:**  **\***Signature must be hand-written, or a digital signature is accepted. A typed name/signature is not accepted. \* | | |
| **PLEASE TYPE OR PRINT IN BLOCK CAPITALS** | | |
| **Name** |  | **Official Stamp of Medical School** |
| **Position/Job title** |  |
| **Medical School/University** |  |
| **Address** |  |
| **Country /Postcode** |  |
| **Telephone number** |  |
| **E-mail address** |  |

**Completion checklist for applicants**

The following checklist can be used by applicants to help ensure that **all** sections of the Deans Statement have been completed.

This is an optional checklist, and it is not a mandatory requirement to include the checklist when submitting the Deans Statement. If an applicant chooses not to use the checklist this will not have any bearing on their eligibility application.

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|  | **Tick to confirm section of form has been correctly completed** |
| I have used the current Dean’s Statement template for the 2024 Foundation Programme. I understand that older versions of this template from previous application rounds will not be accepted. |  |
| I have uploaded a scan of the original completed Dean’s Statement form with my Dean’s signature (or signature of nominated representative) and medical school stamp. |  |
| My medical school Dean has provided my date of **qualification.** (The date of qualification isthe date on which the University Board agrees the result, issues a pass list and notifies students of the result. It is not the date of graduation). |  |
| My date of qualification has been provided in the following UK date format “day, month, year” (for example 10 May 2024).  The UKFPO needs to be able to correctly establish the date of qualification. If your Dean does not provide the full date in this format, then your Dean’s Statement will be deemed invalid and your eligibility application will be unsuccessful. |  |
| My full name has been clearly displayed in the relevant sections on **both** pages of the Dean’s Statement. I understand that without this, the form will be considered invalid. |  |

1. Please note that whenever General Medical Council documents are referenced, it is possible that revised versions will be produced after the UKFPO's information has been published. Therefore, applicants should always refer to the most up-to-date version of these publications. [↑](#footnote-ref-2)
2. ii The GMC maintains a list of institutions from which it will not accept evidence of English language proficiency. Confirmation of English language proficiency on a Dean’s Statement will only be considered if the associated medical school is not on this list. [↑](#footnote-ref-3)
3. The GMC maintains a list of institutions from which it will not accept evidence of English language proficiency. Confirmation of English language proficiency on a Dean’s Statement will only be considered if the associated medical school is not on this list. [↑](#footnote-ref-4)