



THE UNIVERSITY OF
BUCKINGHAM

FACULTY OF MEDICINE
AND HEALTH SCIENCES



Student Guide to the Phase 2 Allocation Process

Preference Informed Allocation

Guide for 2025



Contents

Introduction	3
Phase 2 base hospitals	3
Allocation process timeline.....	4
Pre-allocation process.....	4
Preference survey	4
Allocation algorithm.....	5
Flowchart: First pass	6
Flowchart: Second pass.....	7
New circumstances	7
After ETA6 QE results	7



Introduction

This document provides students with information about the Phase 2 Base Hospital allocation process which takes place in the second year of the course.

The policy contains further details and is the definitive rules around the allocation of places.

The Phase 2 allocation process is closely aligned with how the UK Foundation Programme allocate applicants to Foundation Schools. Their process has been designed to give as many applicants as possible their first choice of Foundation School. Therefore, by adopting their process we are aiming to give as many students as possible their preferred placement hospital for Phase 2 of the course.

The number of students we can place in their preferred placement is determined by students preferencing behaviour. For example, if 50 students have Hospital A as their preferred placement and Hospital A has capacity for 30, then 20 students (40%) of this group will not receive their preferred allocation.

Students are reminded that if they do not receive their preferred placement that all our education partners provide fantastic opportunities to learn.

The full policy documents related to allocation can be found here: [Phase 2 Allocation and Pre-allocation Policy](#)

UK Foundation Programme links

[Allocation to a Foundation School - UK Foundation Programme](#)

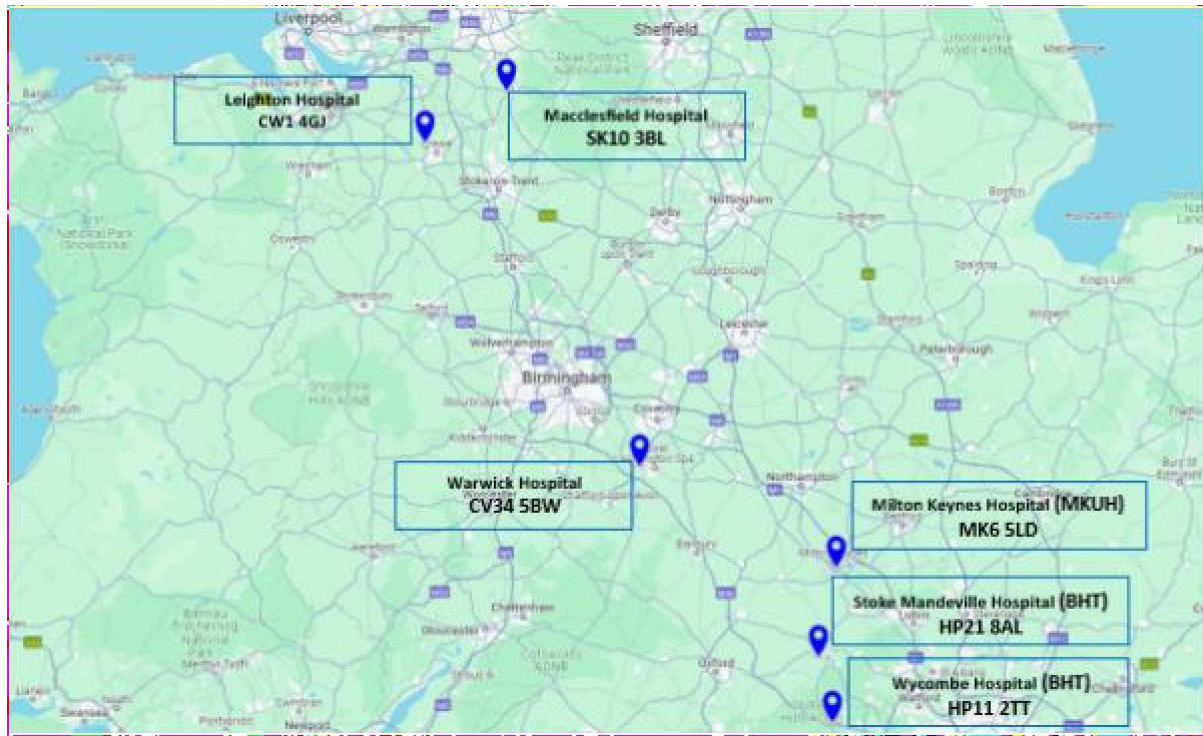
[UKFP 2024 Applicant Guide to Allocation - Preference Informed Allocation .pdf](#)

Phase 2 base hospitals

For Phase 2 of the course, you will be allocated to one of the following Education Partners as your base hospital. For further information about the base hospitals please visit the base hospitals Moodle page [Base Hospitals](#)

- Buckinghamshire Healthcare Trust (BHT)
- East Cheshire Trust (ECT)
- Mid Cheshire Hospital Trust (MCHT)
- Milton Keynes University Hospital (MKUH)
- South Warwickshire Foundation Trust (SWFT)

-



Allocation process timeline

1. Pre-allocation application forms open in Term 5
2. Friday 1st August 2025 Pre-allocation forms close
3. Thursday 7th August 2025 Pre-allocation decisions communicated to applicants
4. Monday 11th August 2025 – Sunday 17th August 2025 Pre-allocation appeals window
5. Monday 18th August 2025 Preference survey opens
6. Monday 1st September 2025 Preference survey closes
7. Monday 15th September Allocation algorithm is run and outcomes communicated to students
8. Monday 15th September 2025 New circumstances process opens

Pre-allocation process

The pre-allocation process follows the principles of the UK Foundation Programme for pre-allocation on the grounds of personal circumstances. If you believe your personal circumstances necessitate the need to be placed in a particular region / base hospital, please review the pre-allocation policy document for details of the criteria and the process to apply.

Preference survey

The preference survey will be released on Moodle on **Monday 18th August 2025**

The survey will require you to select your preferences for your Phase 2 Base Hospital. The survey requires you to rank each Hospital 1 (preferred choice) to 5 (least preferred). Each rank can only be used once, and each Hospital must receive a rank.



The survey will remain open until **Monday 1st September 2025 until 5pm**. There is no rush to complete the survey, it is not a first come first served system. Therefore, there is no benefit to completing early as long as you do submit by the deadline. Please review the information about each base hospital before completing your survey.

If you have completed the survey and wish to amend your preferences, you can do so whilst the survey remains open. Please recomplete the survey, your last submission before the deadline will be used. If you do recomplete the survey, please also email med-curriculum@buckingham.ac.uk to ensure that the process uses your new preferences.

Students cannot request to link their allocation to another student.

Allocation algorithm

The allocation process uses a computer-based algorithm. Students approved for pre-allocation to a specific LEP will be placed first. All remaining allocations are made using a computer-generated rank that is entirely random. This ranking is not influenced by exam performance or any human input.

Pre-allocations

- **Single LEP pre-allocations:** Students approved for pre-allocation to a single, specific LEP will be allocated directly to their designated base hospital.
- **Regional pre-allocations:** Students approved for pre-allocation to a region (rather than a specific LEP) will be allocated to one of their suitable LEPs during the first pass of the algorithm.

Allocation process

All students (excluding those with specific LEP pre-allocations) are assigned a random computer-generated rank. This rank determines the order in which allocation decisions are made. The algorithm consists of 2 passes.

First pass: Preferred placement and regional pre-allocation

- The algorithm processes students in rank order.
- If a student's first-choice placement has available capacity and there will be room remaining for students with regional pre-allocations, they will be allocated there.
- If the first-choice placement is full:
 - If the student has approved regional pre-allocation, they are allocated to their highest preferred LEP that has space.
 - If the student does not have approved regional pre-allocation the student is skipped for this pass.
- This pass aims to give as many students as possible their preferred placement, while preserving capacity for those with regional pre-allocation.

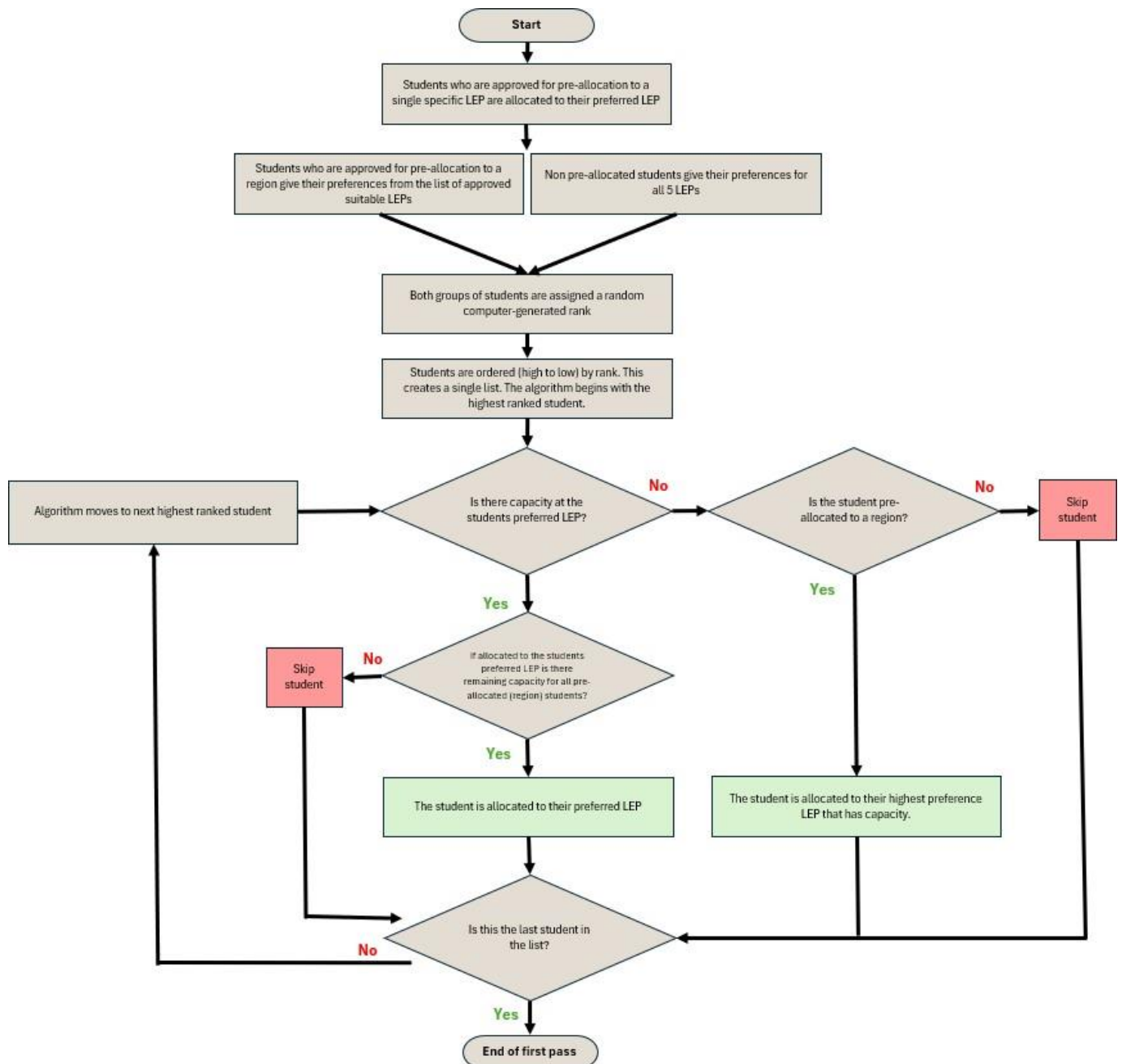
Pass 2: Allocation of remaining students

- Again, the algorithm works through the student list in the same rank order.
- Any student not placed in the first pass is allocated to their highest-ranked placement that still has available space.
- This continues until all students have been allocated.

Once allocated to a placement, there is no system for swaps between placements. Swaps will not be facilitated by the Medical School under any circumstances.

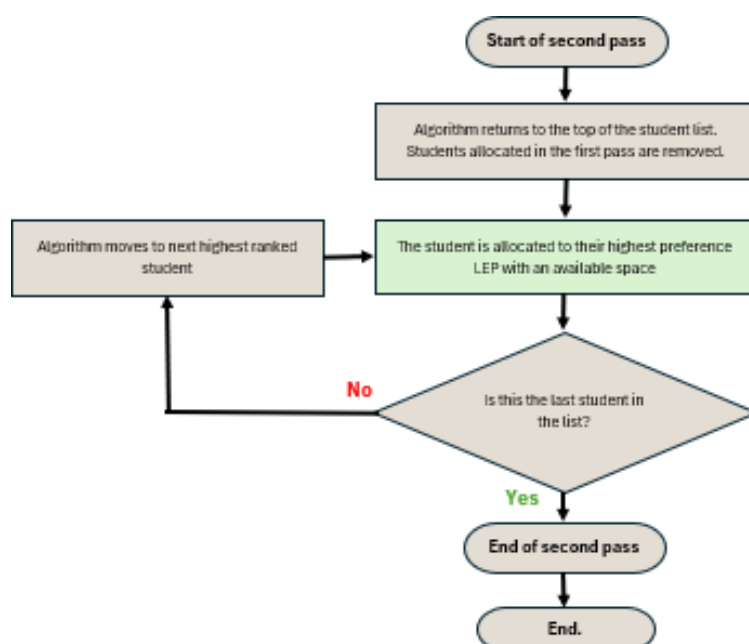


Flowchart: First pass





Flowchart: Second pass



New circumstances

After pre-allocation ends new personal circumstances may arise which might require you to be in a certain area. If you believe this applies to you, please read the allocation policy related to new circumstances. Please note that as the allocation algorithm may have already been run, successful applicants may have to defer their placement to the following year if a specific location is deemed necessary.

After ETA6 QE results

Redistributing student allocations at LEPs post exams is a rare event and is only considered if ETA6 QE results significantly skew numbers at placements. This is considered as a continuation of the allocation process.

If any redistribution is necessary, we will use the preference survey data and approach students in rank order who indicated that they would prefer to be allocated at a placement that requires the additional students, and work down the list. Approached students can decide whether they wish to remain in their allocated placement or change to the offered placement.