

13. ADMISSIONS REGULATIONS FOR FIRST DEGREES

13.1 No applicant shall be admitted to a programme leading to a first degree in the University, except by special permission, unless:

- (a) he or she has satisfied the general entrance requirements of the University and
- (b) he or she has satisfied the specific requirements for the programme to which admission is sought and
- (c) he or she, if under 18 on 1st October of the year in which admission is sought, has complied with the requirements of the University Policy on the Admission of Students Under 18 and
- (d) he or she has accurately informed the University of any relevant criminal convictions as directed during the application process and has complied with the University's requirements in relation to the further scrutiny of any criminal convictions and
- (e) he or she has completed the application process for any checks and/or Disclosures required by the University from the Disclosure and Barring Service.

13.2 General Entrance Requirements

The University maintains General Entrance Requirements for first degrees which will include at all times provisions that:

- (a) applicants should hold an appropriate range of prior qualifications. Detailed requirements, including appropriate references to international equivalent frameworks, will be specified in the admissions area of the University website. International qualifications for which general entrance requirements are not specified will be assessed by the Recruitment and Admissions Office on a case-by-case basis;
- (b) applicants' prior Level 2 qualifications will normally include a formal qualification at an appropriate level in English Language. A list of qualifications deemed to meet these requirements will be made available in the admissions area of the University website.

Departments, Schools and partner organisations may apply for exemptions from the General Entrance Requirements where they have evidence to show that the candidate has other equivalent or acceptable qualifications and/or experiences. Written cases outlining the basis on which the department, School or partner organisation believes the candidate to be qualified for admission may be submitted to the Director of Academic Registry, or nominated deputy. The number and nature of exemptions will be monitored by Director of Academic Registry and any exceptional cases will be reported to Senate on an annual basis.

Applicants must provide full and accurate information in relation to all the qualifications and personal information contained on a University application form. The University may withdraw the applications of candidates failing to do this.

13.3 Programme Requirements

Programme requirements are approved by the Senate and may specify:

- (a) the academic qualifications necessary for entry in addition to the general entrance requirements;
- (b) any particular non-academic skills or attributes required for entry together with an indication of how these will be assessed as part of the admissions process;

(c) the nature of any additional tests which may form part of the admissions process and whether selective interviews are routinely required.

Departments, Schools and partner organisations are required to publish a summary of programme requirements in the Undergraduate Prospectus and, with appropriate further detail, on their web pages.

Amendments to these Regulations are approved by Senate. Any such amendments are identified above and will take effect from the date shown.

Date of Last Update: 1st August 2016