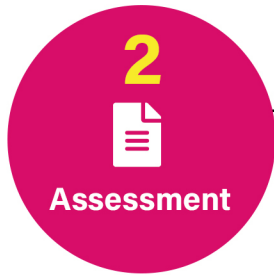


# GENERAL ENTRY ADMISSIONS PROCESS



## THE PROCESS

## WHO WILL ASSIST ME?

One-to-One Online consultation	Open day	Telephone consultation	Admissions Officer
<b>Supporting Documents Required</b> Valid ID   Proof of address   Previous qualifications   Evidence of Prior employment			
Online application form			
Finance consultation			
English test: Online Writing			Academic Faculty
Screening for Accreditation of Prior Experience (SAPE)*			Academic Faculty
Academic interview (online)			Academic Faculty: includes viva voce on the Reading and Writing Test
Student support interview (if required)			Student Support Officer
Criminal record interview (if required)			Senior Admissions Officer
Document verification Audit & review of applicant file Decision on application made			Head of Academics
Appeals considered Applicants with criminal records considered Applicants with a disability or special needs considered			Admissions Panel
Readmission applications considered			Readmission Panel
Decision sent to applicant			Senior Admissions Officer
Enrolment & orientation details sent to applicant (if accepted)			Senior Admissions Officer

\* If you hold a level 3 qualification in a relevant subject, you could be exempt from completing a SAPE assessment.