



International Students - Admissions Policy

Policy Statement

All decisions relating to the admission of international students to Coleg Cambria will be informed by the candidate's ability to meet the academic criteria for admission in line with the college's strategic equality plan and individual course entry guidelines.

Coleg Cambria attaches particular importance to providing a wide range of flexible educational and training opportunities designed to meet the needs of our international students.

Coleg Cambria reserves the right to refuse admission to students who it feels will not benefit from, or do not have the appropriate qualifications to join the programme they have applied for. Prospective international students must also meet the specified English language requirements for admission and adhere to relevant United Kingdom Visa and Immigration (UKVI) regulations.

Prospective International Students are provided with clear information on admission practices, including the following:

- entry criteria for their course of study including English language proficiency
- details of Home Office requirements
- application deadlines and processes for considering application fees
- payment deadlines, methods and refund procedures
- attendance requirements
- living costs and expenses
- advice on visa applications
- Applicants will be contacted in writing at each stage of the application process and will be kept informed regarding specific documentation and funding required.

Students will only be offered a place when full information has been provided and is satisfactory. If the individual's specific circumstances lead us to doubt their intention and ability to study and/or suspect that they may fail to enrol, fail to attend or fail to progress at the required level, we will not offer a place.

Students with Disabilities

The College assesses applications from persons with disabilities using academic criteria which apply to all candidates. In order that the College may assess the need for any appropriate help or support, it requests applicants to indicate the nature of the disability in the appropriate section of the application form. This is then dealt with in line with college procedure

Courses in teaching, health, social work and courses involving work with children or vulnerable adults: Applicants are required to undertake a police check in line with the college Disclosure and Barring procedure. All international students will be asked on their conditional offer letter for their Police Check Documentation from their country of origin if they have not been in the country long enough.

General Entrance Requirements

Minimum General Entrance Requirements for **AS/A Levels and BTEC** Qualifications are published in the International Prospectus.

International Foundation Programmes

Students must be a minimum of 17 years old, have a school leaving certificate of secondary education or equivalent and have an English language qualification or level equivalent to at least Band 4.5 in IELTS. See the English Language Requirements section for more details.

English Language Requirements

In addition to academic requirements, students whose first language is not English should have a recognised English language qualification at IELTS of 5.0 – 5.5 depending on the AS/A levels they choose to study. All international students will be tested on their English language ability once they arrive at the college. The college has the right to place a student on a different study programme if it feels that his/her language ability will not allow him/her to successfully follow the chosen programme of study.

International Qualifications

The College will also accept a wide range of international qualifications. These will be assessed individually in terms of their content and level, with reference to UK national advisory guidelines e.g. NARIC. Overseas applicants must provide transcripts of their qualifications, in English as far as possible, and evidence of English language ability, where appropriate.

Application Documentation

If satisfied that an applicant meets all the requirements, we will issue an Unconditional Offer. The offer document confirms the details of our offer including the course title, duration and fees payable.

A series of documents are issued, and signed, from offer to when a CAS, or Visa Letter for Student Visitors, is issued for the student to apply for a visa;

- Offer Letter (Conditional or Unconditional) confirming payment requirements.
- Acceptance Form / Declaration; to be signed in all cases (and which also confirms payment arrangements); this forms the point of contract
- Accommodation Letter including deposit requirements
- CAS Declaration
- CAS statement or Visa Letter for Student Visitors

All courses must be paid in advance of the start date. With regards to a 2 year programme such as A Levels, students will be required to pay for each year prior to its start. For further information regarding payment guidelines please see the International Programme Payments Policy.

Student Monitoring

As per UKVI requirements, the college will report information about students who do not enrol or attend, do not comply with UKVI requirements, change their circumstances or disappear or whose sponsorship ends prematurely to the Home Office within 10 working days.

Early Withdrawal from studies

If students decide to leave before the end of the programme:

- any deposit/fees paid are non-refundable
- If they leave after the first term, they will be liable for the full academic year tuition fees

Use of Agents

Agents provide a useful conduit to international markets. Agents will be chosen subject to a contract reviewed annually by a panel of senior managers. New agents will be approved by the Principal and Deputy Principal for Corporate Services.

General Statement regarding confidentiality

All information provided by the applicant will remain strictly confidential (subject to statutory requirements) in line with the college Data Protection Policy.