

PLEASE NOTE: THIS POLICY IS DUE TO BE REVIEWED AND CONSULTED ON IN THE SPRING TERM 2019 READY FOR ADMISSIONS IN 2019

Melton Vale Sixth Form College – Admissions Policy 2018

MV16 will admit applicants who have the potential to achieve success through the curriculum offered. The procedures set out in this policy will be used to make an appropriate offer of a place to study. This policy is updated annually and will be published on the College's website www.mv16.org.uk

Potential applicants are advised to visit us on our Open Evening or Open Week in November, and obtain detailed information of course requirements from the website and UCAS Progress before completing an application. The main body of this policy and procedures relates to applicants in Year 11 who are due to achieve GCSE or equivalent qualifications in the year of entry. Appendix 2 outlines the way in which the College deals with other applications: Non-standard Applications.

Admissions

MV16 offers a wide range of A Level, or equivalent, courses. It is therefore important that those applying need to be suited and qualified for these courses. Offers of places are made only to students who can reasonably be expected to achieve success. Students will receive an offer based on their predicted GCSE profile and their personal statement, both of which are important aspects of the application form. These will reflect an applicant's suitability for undertaking a Level 3 programme. We may seek additional information before a place is offered.

Please note that in addition to these general criteria some courses also have specific entry requirements; these are detailed on the website and within the offer letter that students receive. Applicants must meet the specific entry requirements for registration onto those courses.

Application

Applications must be made through our website by completing our online application form and priority for places will be given to applicants who have made their application by 31st January 2019. Applications received after this date will be considered and offers of places may be subject to availability. Some students may be called for a meeting to discuss potential suitability if we are concerned about a student's capability for the Advanced level courses chosen. Before any meeting and discussion is arranged, the College will make contact with any applicants whose predicted GCSE performance suggests that an offer of a place is very unlikely, and will liaise with their school as appropriate. This may provide an opportunity for such applicants to revise their choice of college and/or course at an early stage in the application cycle. Equally it may provide information about extenuating circumstances which have significantly affected the level of predicted achievement.

Applicants not initially offered a place on the basis of their predicted grades may request that their application be re-considered when registration takes place in August if their achieved grades exceed those predicted and are in line with the entry criteria.

In exceptional circumstances, the Head of College may use her discretion in making offers to individual applicants for whom there are extenuating factors and their ability to be successful on College courses is clear. Such factors might include poor health or family circumstances which have had a negative impact on predicted grades, or commitments to elite

performance in sport, the arts or some other field which have impacted on academic study. Applications from those with a significant learning difficulty, disability or medical condition will be considered on an individual basis. Such applicants will be invited for a meeting to explore specific support needs. This may lead to the applicant receiving a discretionary offer. All offers are for a place at the College, rather than for a place on a specific course. The College will aim to make available sufficient teaching and other resources to allow for all choices. However, places cannot be guaranteed for specific courses – for example, in cases where there is a timetable clash or a course is removed from the College’s curriculum offer, or where a particular course is oversubscribed. The College will attempt to meet the demand for subjects. At registration, this availability may reduce for late applicants.

Confirmation of Places

Applicants holding provisional offers will have these places confirmed at registration in August; applicants must normally have achieved grades in line with the criteria outlined in their conditional offer. The College will also offer places on a four A level (or equivalent) programme to a small number of suitably qualified applicants. This option may be made available to students who wish to extend their programme and whose GCSE outcomes profile would normally comprise all 7-9 or A*/A grades, suggesting they may be suitable for such a programme.

Member of College staff responsible for this policy: Head of College

Date approved:

Date when this policy will be reviewed: Summer 2019

APPENDIX 1: ENTRY REQUIREMENTS

The College curriculum comprises academic courses, almost wholly at Advanced Level. In order to enrol onto such courses with a good prospect of success students must have a sound basis of achievement on academic courses at GCSE level. We normally expect applicants to have achieved good GCSE passes in at least five subjects; these must:

- demonstrate the suitability for Advanced Level study
- have been achieved at grade 4 or grade C as a minimum
- normally include three at grade 5 or at grade B as a minimum
- include English Language and Mathematics at a minimum of Grade 4

Other full Level 2 courses count as one grade only towards the entry requirements. GCSE equivalent qualifications will not be counted in addition to a GCSE qualification in the same subject. The College will use discretion about other courses followed by individual applicants.

In addition to the general criteria outlined above, some courses also have specific entry requirements; these are detailed on the website and within the conditional offer letter. Applicants must, meet the College entry criteria as well as the specific entry requirements for registration onto those courses

APPENDIX 2: NON-STANDARD APPLICATIONS

The majority of the College's applicants are from Yr 11. Other applications will also be considered as follows:

- Applications from young people below the age of 18 on 31 August in year of entry who have completed their education up to GCSE level and are no longer in full- or part-time education: such applications will be considered on an individual basis. If the applicant meets the enrolment criteria and on the strength of application is suited to the College and its curriculum, an unconditional offer of a place may be made.

Applications from young people below the age of 18 on 31 August in year of entry who have completed their compulsory education but are in full or part-time education at level 2 (GCSE level): if on the strength of application the applicant is suited to the College and its curriculum, they may be made a conditional offer of a place. The conditions will be set on an individual basis.

Applications for Year 2 courses from those who have taken their first year elsewhere: applicants would be required to produce evidence of a successful first year of study.

Where applicants are seeking admission with non-standard qualifications (for example, applicants with international qualifications), the College will consider the extent to which these qualifications are equivalent to those set out in this policy.

The College does not enrol students for part-time study.