

POLICY		ADMISSIONS POLICY					
Area covered		This Policy is University-wide					
Version	2.0	Approval date	11 March 2016	Effective date	11 March 2016	Next review date	March 2019
Policy Statement							
Purpose		<p>This policy specifies the principles for admission of students to UNSW.</p> <p>This policy supports the principle of academic excellence and the University's commitment to providing access to UNSW for those of high potential irrespective of background.</p>					
Scope		<p>This policy applies to all UNSW staff.</p> <p>The Policy applies to admission to undergraduate, postgraduate coursework and higher degree research programs and non-award study at UNSW.</p>					
Policy Provisions							

1. Principles for admissions

Applicants will be selected for admission on merit.

Eligibility requirements for admission will be clearly expressed and publicly available.

The University has a commitment to social equity and to ensuring that students of potential from all backgrounds can be admitted. Therefore the University may provide alternative entry pathways for admission or mechanisms to facilitate access of applicants from selected target groups or to particular disciplines.

Eligibility requirements and the number of places available in a program may differ for specified cohorts of applicant.

2. Eligibility requirements for admission

To be eligible for selection to a program, an applicant must meet both the University's general entry requirements and the program entry requirements, and apply via the approved admission process.

Meeting the eligibility requirements does not guarantee admission to a program.

a. General entry requirements

The University's general entry requirements are:

- UNSW English language proficiency requirements appropriate for undergraduate, postgraduate and research higher degree programs; and
- Minimum age requirements.

International applicants must meet additional, mandatory general entry requirements specified by Commonwealth legislation.

b. Program entry requirements

The University determines minimum academic requirements for admission to broad program types.

Elements included in an individual program's entry requirements are specified by the Program Authority as part of program approval by the Academic Board.

Program entry requirements must:

- Include a measure of academic achievement (such as a minimum admission rank); and

- Be consistent with the University's commitment to academic excellence and appropriate to the academic demands of the program.

Program entry requirements may also:

- Specify other elements (such as Portfolio, Interview, Entrance Test etc.);
- Include compulsory non-academic (inherent) attributes required for successful completion of the program;
- Address past educational or other disadvantage; and
- Broaden access from disadvantaged or under-represented groups.

For each element included under eligibility requirements, the University may set specific cut-offs for a program or broad program type.

3. Selecting applicants for admission

Only applicants who meet the eligibility requirements for admission will be considered for selection to a program.

Selection may involve consideration of an applicant's suitability for admission, capacity constraints, and availability of personnel or resources.

The University can limit the number of places in a program at its discretion.

Where the number of eligible applicants for a program exceeds places available, applicants may be selected according to a ranking based upon the eligibility requirements or other process approved by the University.

4. Implementation

a. Roles & responsibilities

The Director Student Services and Systems, the Pro-Vice-Chancellor (Research Training) and Dean of Graduate Research are responsible for implementation of the policy as described in the Admission to Coursework Programs Procedure and the Admission to Higher Degree Research Programs Procedure.

b. Support & advice

Support and advice in relation to this policy is available from Future Students, Admissions & Scholarships, the Graduate Research School and Student Administration at UNSW Canberra.

Revision History				
Version	Approved by	Approval date	Effective date	Sections modified
1.0	Vice-Chancellor	15 March 2011	1 January 2011	New Policy
1.1	President & Vice-Chancellor	27 October 2014	27 October 2014	Section 4.4 inserted and subsequent sections renumbered; Section 5, Section 6; Section 6.1-2
2.0	President & Vice-Chancellor	11 March 2016	11 March 2016	Full Review
Supporting Information				
Supporting Documents		Admission to Coursework Programs Procedure Admission to Higher Degree Research Programs Procedure		
Related Documents		English language proficiency requirement Higher Degree Research Supervision Policy Joint PhD Program Policy Recognition of Prior Learning (Coursework) Policy Recognition of Prior Learning (Coursework) Procedure		

Superseded Documents	Admissions Policy, version 1.1 approved by the Vice-Chancellor on 27 October 2014
File Number	2015/38275
UNSW Statute and / or Regulation <i>Any variation to Policy or Procedure must remain consistent with the parent statute or regulation</i>	UNSW Delegations of Authority https://www.gs.unsw.edu.au/registerofdelegations/index.html
Relevant State / Federal Legislation	Higher Education Support Act 2003 Education Services for Overseas Students (ESOS) Act 2000 Privacy and Personal Information Protection Act 1998 Disability Discrimination Act 1992 Disability Standards for Education 2005
Accountabilities	
Responsible Officer	Deputy Vice-Chancellor Education & Vice-President
Contact Officer	Director, Graduate Research School Director, Future Students, Admissions & Scholarships Manager, Student Administrative Services, UNSW Canberra.
Further Information	
Key words for search engine	Policy, Admissions, Coursework Programs, Higher Degree Research Programs, Non-Award Study
Definitions and Acronyms	
Insert Term	See the glossary of terms contained in Appendix A of the Admission to Coursework Programs Procedure and the Admission to Higher Degree Research Programs Procedure.