

Thurrock Adult Community College has an inclusive approach to student admissions. The College welcomes applications from learners from the local, national and international communities and will encourage participation, progression and success for the benefit of learners. The College's Admissions Policy is operated in conjunction with the General Data Protection Regulation (GDPR) 2018 and the Freedom of Information Act 2000.

The Admissions Policy of the College aims to:

- A. Provide learners with equality of opportunity to the educational opportunities it provides, within the resources available to the College.
 - 1. Give appropriate student entitlement to all learners, including the right to an individual interview where identified by course requirements or learner support needs.
 - 2. Provide timely, accessible information to learners in a format that is helpful to enable them to make informed choices.
 - 3. Provide learners with facility to access accredited Information, Advice and Guidance (IAG) services e.g. National Careers Service online (nationalcareersservice.direct.gov.uk)
 - 4. The College will work in partnership with other providers and the community to achieve these aims.

B. The College will operate a system of first come first served admissions procedure. Exceptions may arise from this procedure. Learners may be given a priority period for application. Applications (except those detailed separately in the Admissions procedure) will be administered strictly on this basis by the College's Learner Services team.

7. The College will only accept applications from students who have completed a course to a higher level of study, unless they are exceptionally considered for admission at the lower level.
8. The College may hold waiting lists of successful candidates, subject to the availability of places. Places will normally be allocated in order of date of application received – earliest first.
9. The College aims to offer candidates a place on an alternative programme in the event that a course may be full or is cancelled due to low enrolments.
10. The College requires overseas learners to prove they are eligible to remain in the UK, they are eligible for funded learning, and that they may be subject to financial status checks.
11. The College reserves the right to withdraw an application if a candidate does not comply with the College's request to complete and return essential documentation in the enrolment process.

The College is committed to supporting learners with disabilities or learning difficulties in accordance with Thurrock Council's Equality of Opportunities Policy. Responsibility for disclosing



