



Admissions Policy 2024

Policy Type:	Local
Approved by:	AQC
Effective From:	1 October 2023
Revision date:	1 September 2024

To ensure that the quality of provision for the students is maintained, the College has adopted the following Admissions Policy.

We wish to reaffirm the College's Mission to serve the local community and the surrounding area as a distinguished provider of education of the highest quality for the 16-19 sector. Within a framework of equality and diversity, the College encourages students of all abilities regardless of race and gender and welcomes applications from students with disabilities.

Applicants should note the overall entry criteria as stated in the 'Courses' section on the College website. In addition, applicants should note that each course has its own specific entry criteria as stated in the 'Courses' section on the College website.

The College will annually determine the number of spaces available for new admissions.

Applications

The College will only consider applications from students who are eligible for 16-19 funded regulations, as outlined in the funding regulations at <https://bit.ly/3T9O5z5>.

Applications are submitted online through the College website. There is a facility for monitoring the progress of an application online.

Applications from partner and non-partner schools are both welcome. The online application process

¹ Distance calculated from the applicant postcode location to the College postcode location as a straight line using the Haversine formula. A map illustrating the radii can be found at <https://bit.ly/3yNikUe>.

will open on **Monday 23 October 2023 at 9.00am.**

All applicants should apply by **Monday 6 November 2023 at 4pm.**

Please note that offers of interviews and subsequently places to study will be made in accordance with the information provided on the application and in accordance with our Admissions Policy. However, should the information provided be incorrect, the College reserves the right to withdraw the offer of an interview and/or a place to study. Residency information provided on the application must be accurate and may be subject to verification by the College; this will be primarily through your current education provider.

On Time Applications (received by Monday 6 November 2023 at 4pm)

Applicants in the following categories, who have applied on time, are likely to be offered an interview:

- Applicants from partner schools (listed below);
- Applicants who currently have an Education Health and Care Plan;
- Children of current staff, college councillors and trustees of The Prospect Trust;
- Applicants who have a sibling currently attending the College or who have completed their course of study at the College within the previous two years;
- Applicants whose permanent and primary residence at the time of application is within a 10 mile radius of the College¹.
- Applicants who are relocating to a permanent and primary residence during the academic year of application, that is within a 10 mile radius of the College¹.

All on time applicants not covered by the criteria listed above will still be considered for interview, however, in the case that the number of on time applications received exceeds the numbers of places available the oversubscribed procedure will be adopted (see 'procedure if the College is oversubscribed' below).

Partner Schools

The following schools are currently partners with the College, and will be treated as such for 2024 admission:

- Alderwood School
- Ash Manor School
- Calthorpe Park school
- Court Moor School
- Cove School
- Farnham Heath End school
- Fernhill School
- Frogmore Community College
- Kings International College
- Robert May's School

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- Rowhill School
- St Nicholas School
- The Wavell School
- The Winston Churchill School
- Tomlinscote School
- Weydon School
- Woking High School

Procedure if the College is oversubscribed

The College annually determines the number of spaces available to new applicants and in the event that the College receives more on time applications than it can offer places, a **reserve pool** system will operate.

If the College is able to accommodate additional applicants from the reserve pool, a selection will be made on the basis of order of distance to the College¹. Priority will be given to those applicants whose permanent and primary address is nearest the College and applicants will be selected in ascending order of distance until capacity is met.

Applicants who will be relocating within the academic year will need to provide their new address so the College can determine distance for the purpose of applying this policy.

In the event that the College is oversubscribed, applications from foreign citizens currently living overseas will not be considered unless they have refugee status, humanitarian protection, are applicants seeking asylum, or applicants coming to the UK through the Ukrainian family or sponsorship scheme, or who have settled status and are returning to a permanent UK residence.

Please note that selections can be made at any point during the application process. In the event that any selection is made from the reserve pool around the time of, or after, main College enrolment, selection may also be made on the basis of subject availability if individual courses are full. If the College is oversubscribed, all applicants in this category are strongly encouraged to apply to other providers in case we are unable to accommodate you.

Late Applications (received after Monday 6 November 2023 at 4pm)

Applications received after this date from the following groups will still be considered for interview:

- Applicants from partner schools;
- Applicants who currently have an Education Health and Care Plan;

All other late applications will go into a **late reserve pool** and whilst they may still be considered they are strongly encouraged to apply to other providers as we anticipate being unlikely to accommodate them. In the case that we are able to select additional applicants from the late reserve pool, they will be selected in line with the admissions policy criteria specified for on time applications.

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The application system will close on Friday 8 December 2023 at 4pm after which point eligible late applicants must contact the College directly - admissions@farnborough.ac.uk.

Student Transfers

The College does not accept students transferring part way through a year or transferring from another institution into the second year of study.

Interviews

The College will send a Reference request to the referee (ordinarily your current education provider) for completion prior to interviews.

All applicants will be informed whether they are to be offered an interview in due course through their online application and by email. Interviews will be held from November 2023 to March 2024.

Offers of places and confirmation of acceptance

The College will endeavour to give all successful applicants an offer of a place **as soon as possible** after the interview. Within 14 days of the offer being made, applicants should confirm their acceptance or decline the offer. We will consider applicants who have not responded by **Monday 1 April 2024 at 9:00am** to have declined their offer.

Foreign Qualifications

Applicants who have studied or are currently studying abroad, and are eligible to study at the College, will be required to apply and pay for a statement of comparability through UK ENIC.

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