



# Admissions Policy 2025

<b>Policy Type:</b>	<b>Local</b>
<b>Approved by:</b>	<b>AQC</b>
<b>Effective From:</b>	<b>1 October 2024</b>
<b>Revision date:</b>	<b>1 September 2025</b>

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 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 funding, 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 will open on Monday 28 October 2024 at 9.00am.

**All applicants should apply by Monday 11 November 2024 at 4pm to be considered on time.**

<sup>1</sup> 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>.

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 11 November 2024 at 4pm)**

All applicants who have applied on time will be considered for, and are likely to be conditionally offered a place, subject to results and entry requirements and a satisfactory reference and interview.

## **Procedure if the College is oversubscribed**

The College is usually able to offer all on time applicants an interview. However, in the unlikely event that the number of on time applications received exceeds the number of offers that can be made, priority is given to applicants from the following groups. Anyone outside of these groups will be considered in distance order until capacity is met.

- 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;
- Young people in Care;
- Applicants whose permanent and primary residence at the time of application is within a 10 mile radius of the College<sup>1</sup>;
- Applicants who are relocating to a permanent and primary residence within a 10 mile radius of the College during the academic year of application<sup>1</sup>.

## **Partner Schools**

The following schools are currently partners with the College, and will be treated as such for 2025 admission:

- Alderwood School
- Ash Manor School
- Bohunt Farnborough
- Calthorpe Park school
- Court Moor School
- Cove School
- Farnham Heath End school
- Frogmore Community College
- Kings International College

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- Robert May's School
- Rowhill School
- St Nicholas School
- The Wavell School
- The Winston Churchill School
- Tomlinscote School
- Weydon School
- Woking High School

## Late Applications (received after Monday 11 November 2024 at 4pm)

All applications received after this date from the following groups will continue to be considered for interview:

- Applicants from partner schools;
- Applicants who currently have an Education Health and Care Plan;
- Young people in care;
- Applicants who are relocating to a permanent and primary residence within a 10 mile radius of the College during the academic year of application<sup>1</sup>.

Otherwise:

- Applications received after Monday 11 November 2024 at 4pm but before Friday 6 December at 4pm will go into a late reserve pool. In the event that we are able to select additional applicants from the late reserve pool, they will be selected in distance order from the College. The late reserve pool will close on **Friday 6 December 2024 at 4pm**.
- Applications received after Friday 6 December 2024 at 4pm but before Friday 25 July at 4pm will go into a very late reserve pool. In the case that we are able to select additional applicants from the very late reserve pool, they will be selected in distance order from the College.

The system will close on **Friday 25 July at 4pm** after which point eligible late applicants must contact the College directly in order to make an application - [admissions@farnborough.ac.uk](mailto:admissions@farnborough.ac.uk).

Please note that selections can be made at any point during the application process. In the event that any selection is made from a 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.

## 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 Form to the referee (ordinarily your current education provider) for completion prior to interviews.

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All applicants will be informed whether they are to be offered an interview in due course through their online application and by email. For most applicants interviews will be held between November 2024 and March 2025.

## 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 must confirm their acceptance or decline the offer via the application system. If applicants do not do this within the timeframe outlined we will assume that the place is declined.

## Entry Requirements

Our entry requirements are set to give students a clear guide on the level of understanding, knowledge and skills they will need to achieve their best.

### **We require all students to have achieved at least 5 grade 4's at GCSE level.**

To access A level courses students will have mostly achieved grade 5s (or higher) across their GCSEs.

To access our vocational courses, students would generally achieve grade 4s or higher in their GCSEs.

Equivalent qualifications at level 2 in vocational courses (at Merit or above) are accepted. However, these courses are not adequate for entry alone for a level 3 study programme and would always need to be accompanied by a minimum of 4 GCSEs, grades 9-4. The absence of GCSE English Language at grade 4 will significantly restrict study programme options at level 3.

The College is not able to hold places on its courses for students who did not gain the necessary GCSE results, even if requesting a review of marking from the exam board. We recognise that for students affected in this way, this will be disappointing, but we will provide guidance and support for students to enrol on an alternative study programme.

We look at each student's GCSE results on an individual basis to ensure we guide them onto the most appropriate programme of study. Details of the requirements for specific types of programme and individual courses will be published on the website at the start of the 2024/25 admissions cycle.

## 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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