

Policy for Admissions

This policy was adopted in August 2023.

This policy is due to be reviewed in August 2024

The person responsible for the implementation of this policy is the College Principal.

It is the responsibility of the College's Governing Body to ensure that this policy is reviewed and updated annually.

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This policy outlines the key criteria that Greene's applies for admissions to the College. The policy should be read in conjunction with Greene's *General Terms and Conditions*.

Greene's is non-selective and non-denominational.

In order for a student to apply to Greene's, and before tuition can begin, an application must be made in writing. This application – usually using an online form provided via the Greene's website – provides personal details, information on current circumstances and the beginnings of an academic profile. The application is completed by gathering further information such as intended subjects and course of study at Greene's as well as the student's academic, career or university objectives. Students are required to attend an interview.

Depending on the circumstances of each applicant, further diagnostic tests or assessments may also be required by Greene's to determine the applicant's suitability for a requested course of study. Evidence of past study and results may be sought. For international students, additional assessments, or qualifications, such as proof of English language proficiency, may be required.

Once a course of study has been agreed, a document containing a proposal of study and the related fees is produced for the agreement of the person responsible for paying the fees.

Greene's believes that equality, fairness, and transparency are essential in the admissions process. Should a student feel that they have been unjustly treated or unreasonably been refused entry to a course, they may appeal to the College Principal or the Managing Partners.

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