



ADMISSIONS POLICY FOR FULL-TIME 16 YEAR OLD HOME STUDENTS (2013 ENTRY)

Esher College is an over-subscribed, open access Sixth Form College, specialising in the delivery of Level 3 programmes of study. We welcome applications from students regardless of background and we are committed to celebrating diversity and promoting a culture of inclusivity for all.

Entry Requirements

Full Level 3 (A levels or equivalent) – minimum of 5 A*- C grades at GCSE.

Combined Level 2 and Level 3 (mix of A levels, or equivalent, and GCSE courses) – minimum of 4 A*- C grades at GCSE. English Language GCSE is a requirement for progression to Level 3 study.

Entry onto some A level courses requires a minimum of a C grade in specific GCSE subjects. Please see individual course descriptions on the College website for details. Some courses may require a B grade in specific GCSE subjects.

Some students will study qualifications other than GCSEs in Year 10 and 11. Please note that not all of these are adequate preparation for A level study, whilst others require specified levels of achievement. Please see the appendix to this policy for further guidance.

Admissions Criteria

As an open access College, admissions are not based on the GCSE grade profile of applicants, beyond the requirements indicated above.

Guaranteed Applicant Status (Application Window: June-July 2012)

- Students studying at Esher C of E High School and Hinchley Wood School.
- Students resident in the following postcode areas: KT7, KT8 and KT10.
- Siblings of students enrolled at the College for the academic year 2011-12 at the time of application and of those students who have accepted a place for entry in September 2012.
- Children of staff employed at the College.

Open Applicant Status (Application Window: September 2012)

- 250 places reserved for students from state secondary schools in the borough of Richmond.
- All remaining students.

Exceptional Applicant Status

Looked after children will be offered a place at the College. This means children in the care of a local authority, including adopted children previously in care and children placed with foster carers.

The Application Process

There are two phases to the application process: the Guaranteed phase in June/July 2012 and the Open phase in September 2012. Applications are completed online. Applications received during the Guaranteed phase and meeting the Guaranteed criteria will automatically result in the offer of a place at the College. Places will then be allocated in the Open phase using a ballot system, first for 250 applicants from state secondary schools in the borough of Richmond, then for all remaining applicants. We are expecting the number of open places to increase to around 70% of the total number of places offered. Once available places have been filled, a reserve list will be created. Full details on how to apply will be available on the website from April 2012. Please follow this guidance carefully.

Successful applicants receive an offer of a place at the College. Please note that this does not guarantee a place on particular courses. Programmes of study will be finalised at enrolment and will depend on course availability, which in turn depends on a number of factors, including estimated student demand based on data gathered from admission interviews.

The College reserves the right to vary the above arrangements as appropriate. In cases of serious and unforeseen hardship or distress, extenuating circumstances will be taken into account when considering unsuccessful applications. Each case is reviewed by the Appeals Panel. Please note that appeals can only be considered from applicants who actually submit an application by the correct date for online submission. No appeals will be considered after Friday 26th October 2012 (the end of the first half term).

Appendix

Qualifications **not** accepted as adequate preparation for advanced level study:

- Adult Literacy Level 2
- Adult Numeracy Level 2
- Certificate in Personal Effectiveness
- Personal, Social and Health Education
- ASDAN
- European Computer Driving Licence
- Functional Skills
- Entry level qualifications

Qualifications **not** accepted as adequate preparation for Science A level courses:

- GCSE Science courses without Additional Science (at higher tier)
- GCSE Applied Science
- BTEC First Diploma in Science
- OCR National Level 2 in Science

Qualifications which require higher grades:

- BTEC First Diploma or Certificate
- OCR National Certificate or Award
- Digital Applications

Generally these courses are excellent preparation for applied/vocational level 3 qualifications. For progression on to Applied A levels or OCR National Level 3 courses at Esher College a minimum of a **Merit** grade is required (**Credit** for Digital Applications).

Students wishing to embark on a general A level programme will need to achieve an appropriate range of GCSE qualifications in addition to the BTEC/OCR National/Digital Applications. Usually this would be 4 A*-C grades at GCSE, including English Language. Each case will be considered on an individual basis.

Diplomas

The Level 2 Diploma prepares students for Level 3 applied courses in a subject area related to the principal learning topic of their Diploma. To progress on to a general A level programme, 4 GCSEs A*-C are usually needed alongside the Diploma but each case will be considered individually. NB. The Engineering Diploma alone is not adequate preparation for A level Science subjects.

Students should check with the Admissions Officer about the currency of other qualifications.

NB. GCSE short courses count as a 0.5 GCSE, but only if the subject hasn't also been taken as a full GCSE.

Approved by the Corporation December 2011