

## ADMISSION RULE-UNDERGRADUATE

<b>Document Type:</b>	University Rule
<b>Administering Entity:</b>	Student Administration & Services
<b>TRIM Ref:</b>	D04/8431
<b>Date Endorsed by Academic Board:</b>	31 July 2007 (AB Standing Committee)
<b>Date Approved:</b>	13 August 2007
<b>Approved by:</b>	UNE Council
<b>Indicative time for Review:</b>	1 year after date of Council approval.
<b>Responsibility for Review:</b>	AB Teaching and Learning Committee
<b>Related Policies or other documents:</b>	Policy on Advanced Standing, Policy on English Language Requirements for Admission

### ADMISSION

All candidates for a qualification must have been formally admitted to the University before commencing to study for that qualification. The granting of advanced standing towards a University qualification for work completed elsewhere is subject to the University Policy on Advanced Standing.

### UNDERGRADUATE ADMISSION

1. **Basis for Selection**

Selection criteria for and conditions of admission are determined from time to time by the Academic Board.

2. **Eligibility for Selection**

To be eligible to be considered for selection, applicants must meet the University's English language requirements for admission irrespective of the study location or study mode and have satisfied one of the following requirements.

2.1. **New South Wales Higher School Certificate Examination**

Taken approved courses, including an English course, of which at least 10 units must be in courses chosen from subjects listed in Group A and in Group B as specified by the New South Wales Board of Secondary School Studies for the year in which the calculation is made. At least eight units must be in courses chosen from subjects listed in Group A.

In general, the basis for selection for admission for persons who have taken the New South Wales Higher School Certificate Examination in 1992 or thereafter, will be a Tertiary Entrance Rank (TER). In 1998 the TER changed to a Universities Admission Index (UAI), which will take into account both school assessments and examination marks, in their 10 best units in courses from subjects listed in Group A and in Group B except that, no more than two units of courses in Group B may be counted in determining the UAI. Other Approved Studies will not be counted towards the UAI. From 1994 a student may accumulate units over a period of five years towards a UAI.

While an English course must be presented, it will be counted in determining the UAI only if it is within the candidate's best 10 units.

**2.2. Qualifications Gained Prior to 1991**

As provided in the regulations pertaining at the time the qualification was gained.

**2.3. Admission on the Basis of School/College Recommendation Admission Scheme (undergraduates only)**

- (a) Attended a school or college that participates in this scheme; and
- (b) either
  - i. prepared for the New South Wales Higher School Certificate Examination in conformity with Rule 2.1. (above) or other approved qualification; or if in Australia but outside New South Wales, be studying at Year 12 level in conformity with the full admission requirements of a university in the state or territory in which they are studying; or
  - ii be studying Year 12 level and if not conforming to Rule 2.1 provide details of courses studied together with a supporting case in the prescribed form provided by the school principal; and
- (c) made application through their schools in the final year of secondary study;
- (d) apply through the relevant Tertiary Admissions Centre (UAC or QTAC);
- (e) will be undertaking on-campus study.

**2.4. Final School-leaving Qualifications Gained in Australia but Outside New South Wales**

(Other than those covered by Rule 2.3. (above).)

Taken secondary education courses for which a mark or rank may be provided by the relevant state secondary education authority to the New South Wales Universities Admissions Centre for the purposes of calculating an equivalent UAI.

**2.5. Alternative Entry**

- 2.5.1. The age requirement for Alternative Entry has been deleted. Applicants may be admitted without formal educational qualifications provided they can satisfy the relevant PVC and Dean or nominee that they have reasonable prospects for success at University; by
- 2.5.2. satisfying the requirements of a Special Tertiary Admission Test (STAT).
- 2.5.3. providing evidence under mature age student special entry provisions by providing a supporting case in the prescribed form demonstrating reasonable prospects for success at University; this case will provide evidence of literacy and other competencies relevant to university study including work and other life experiences.

**2.6. Admission of Educationally Disadvantaged People**

- 2.6.1. In the absence of the usually required entry qualification, demonstrate that they have been educationally disadvantaged; and
- 2.6.2. satisfy the relevant PVC and Dean or nominee, who may prescribe the passing of some examinations or other forms of assessment, that they have reasonable prospects of success at the University.

**2.7. Other Qualifications**

- 2.7.1. Have successfully completed at a tertiary institution, a course of study or part thereof, which is either acceptable for direct entry into a UNE course or which has undergone a formal credit assessment and has been recognised in accordance with the Policy on Advanced Standing, for advanced standing into a UNE course.

- 2.7.2. Satisfy the relevant PVC and Dean or nominee that they have reasonable prospects of success at the University.
- 2.7.3. Have successfully completed the Internal Selection Program offered by the Oorala Aboriginal Centre of the University.
- 2.7.4. Have successfully completed the TRACKS preparation course for Indigenous students.
- 2.7.5. Have successfully completed the UNE Pathways enabling course.

## **2.8 International Student Admissions**

- 2.8.1. For direct entry into undergraduate courses international applicants must have completed an educational qualification considered to be at least equivalent to completion of Year 12 in Australia (equivalent to the requirements under 2 and 2.1);
- 2.8.2. Qualification equivalency is judged by the Academic Board Teaching and Learning Committee in consultation with the International Committee.
- 2.8.3. International students under the age of 18 are ineligible for admission to UNE unless they are being cared for in Australia by a parent or suitable nominated relative.

## **2.9 Admission through Inter-Institution Agreements**

- 2.9.1. The University has a number of formal arrangements with external institutions (public and private, Australian and international) that allow admission to specific courses of study, sometimes with advanced standing. These arrangements incorporate admission and credit assessments that have been approved by Council and admission is granted according to the terms of the assessment. (Refer to the Policy on Advanced Standing.)
- 2.9.2. These assessments will be subjected to regular review through the Academic Board and the admission rules and/or selection criteria may be changed subject to not disadvantaging prospective students of the University of New England who have commenced studies at the external institution.
- 2.9.3. Where a formal arrangement is terminated or has lapsed, the provisions of clauses 2.8.1. and 2.8.2. are also automatically terminated or lapsed and admission with or without advanced standing will then be considered under other provisions of this policy.

## **2.10 Postgraduate Admission**

The rules for postgraduate admission are detailed in the respective postgraduate rules.

## **2.11 Records**

Electronic records are retained in a systematic fashion of the basis for admission in respect of each student.