

Admissions Policy

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1. Purpose

This policy and supporting procedures supports the University's commitment to an admissions process for coursework award courses that is fair, consistent, equitable, and well communicated.

2. Scope

The policy and procedures do not apply to the following:

- a. admission to candidature for a higher degree by research
— refer to the [Higher Degrees by Research Policy](#)
- b. admission to non-award studies, including:
 - cross-institutional, student exchange, study abroad and non-award applications to study a topic or topics
 - undertaking a University non-award course i.e. short, non-AQF education programs which cater for professional, educational or personal development, skills and interest— refer to the [Enrolment Policy](#).

3. Policy statement

3.1. Criteria

- a. The University's criteria for admission to all courses are based on the University's determination of what is required for an applicant to be reasonably likely to be able to successfully complete a course of study and qualify for an award.
- b. Admission criteria will be published in such a way that they are readily accessible to prospective students.

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- c. Eligibility for admission to any course requires attainment of:
 - i. the minimum academic qualifications and/or pathways specified by Academic Senate in the [Academic Admission Pathways for Coursework Award Courses](#)
 - ii. the minimum specified English language proficiency levels specified by Academic Senate in the [English Language Proficiency Requirements for Coursework Award Courses](#)
— or their equivalents as determined by the University.
 - d. In addition, admission may be based on:
 - i. additional criteria related to the particular requirements of the course as specified by the University, including (but not limited to) prior study prerequisites, a portfolio of creative work, a selection instrument, an interview or audition, work experience or personal competencies
 - ii. affirmative action and additional criteria to take into account assessed educational disadvantage, and to support the University's objective of having a diverse and inclusive student population, and/or
 - iii. legislative or government requirements, or criteria determined by the University in accordance with legislative or government requirements.

3.2. Quotas

- a. The University may limit the number of places available in any course (quotas), and may determine sub-quotas according to educational pathway or background.
- b. Where a quota or sub-quota applies, selection may be made on the basis of ranked merit, or until the quota or sub-quota is reached.
- c. An applicant who is eligible for more than one sub-quota will be eligible for consideration for selection in all applicable sub-quotas.

3.3. Withdrawal or refusal of admission

An applicant's offer of admission may be withdrawn or refused in the circumstances specified in the [Student Admission Procedures](#).

3.4. Authorities

- a. Only authorised delegates may make offers of admission.
- b. Non-standard offers of admissions under 3.1.c and d. of this policy may only be made as specified in the [Student Admission Procedures](#).

3.5. Reviews and appeals of admission-related decisions

- a. A review of an admission-related decision by the University may be requested in accordance with the [Student Review and Appeal Policy](#) and procedures.
- b. A student who is dissatisfied with the outcome of the review may appeal to the Student Appeals Committee, if specified grounds are met, in accordance with the [Student Review and Appeal Policy](#) and procedures.

3.6. Report

Academic Senate will receive an annual report on admissions, including the number and nature of any non-standard admissions.

3.7. Pilot pathways

- a. The University may initiate pilot admission pathways from time to time for applicants who are reasonably likely to be able to successfully complete a course of study and qualify for an award.

- b. Such pilot pathways will be approved by the Deputy Vice-Chancellor (Students). A list of approved pilot pathways will be maintained by the Director, Student Administration Services.
- c. Pilot admission pathways will be annually reviewed and reported to Academic Senate. If a pilot pathway is to become a formal admission pathway, it will be specified in the Academic Admission Pathways for Coursework Award Courses and approved by Academic Senate.

4. Authorities

Except for c. and d., these authorities may be sub-delegated, provided the sub-delegation is made in accordance with the [Delegations Policy](#).

Delegate	Authority
a. Course admission criteria	
Deputy Vice-Chancellor (Students)	For <i>domestic</i> applicants, approve equivalency of Australian and international academic qualifications, and equivalency of other English language proficiency tests or qualifications, to specified admission criteria.
Vice-President and Pro Vice-Chancellor (International)	For <i>international</i> applicants, approve equivalency of Australian and international academic qualifications, and equivalency of other English language proficiency tests or qualifications, to specified admission criteria.
b. Individual applicant offers	
Deputy Vice-Chancellor (Students)	Approve offers of admission to <i>domestic</i> applicants, including courses offered by another institution on behalf of Flinders University.
Vice-President and Pro Vice-Chancellor (International)	Approve offers of admission to <i>international</i> applicants, including courses offered by another institution on behalf of Flinders University.
c. Requirements	
Academic Senate	Approve the Requirements under s. 3.1.c. of this policy.
d. Pilot pathways	
Deputy Vice-Chancellor (Students)	Approve pilot admission pathways.

5. Requirements and supporting procedures

The following requirements and supporting procedures are part of this policy and provide additional detail to give practical effect to the policy principles.

Requirements:

[Academic Admission Pathways for Coursework Award Courses](#)

[English Language Proficiency Requirements for Coursework Award Courses](#)

Procedures:

[Student Admission Procedures](#)

[Admission Management Procedures](#)

[Under 18 International Student Procedures](#)

Approval Authority	Academic Senate
Responsible Officer	Director, Student Administration Services (re domestic applicants) Director, International Recruitment (re international applicants)
Approval Date	8 September 2021
Effective Date	8 September 2021
Review Date*	September 2024
Last amended	Academic Senate, 6 September 2023
CM file number	CF18/149

* Unless otherwise indicated, this procedure will still apply beyond the review date.

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