

ACADEMIC BOARD

MINIMUM ENTRY REQUIREMENTS

Purpose

The University's minimum entry requirements are intended to:

- ensure that applicants are appropriately prepared for study in higher education;
- draw attention to the diversity of qualifications that can prepare applicants for higher education;
- support admissions tutors in recruiting suitably prepared students.

There will be specific requirements for entry to particular courses offered by the University. These course entry requirements must be defined and agreed at individual course level according to the particular requirements of that course of study and incorporating any national or professional prerequisites. Course entry requirements must be compliant with the general requirements established by the University

1 General Requirements

Applicants should normally be able to demonstrate a level of literacy and numeracy appropriate to the course which they are undertaking. The admissions process will identify whether an applicant meets this requirement. For an applicant from the United Kingdom, appropriate qualifications might be one or more of the following:

- GCSE English;
- Key Skills level 2 in literacy;
- GCSE Mathematics;
- Key Skills level 2 in numeracy; or
- equivalent as published on the Student and Academic Services website

For applicants whose previous studies were not undertaken in the English language, in particular for international applicants, the following qualifications may be used as a guide to an appropriate level of competence in English language:

- British Council International English Language Testing Service (IELTS) overall band 6;
- Test of English as a Foreign Language (TOEFL) score 550 (paper-based tests) or 213 (Computer-based tests) or 79 (internet-based).

Applicants may be admitted without, or with minimal, formal or traditional qualifications where they can demonstrate a commitment to succeed at Sheffield Hallam University combined with sufficient and relevant skills and experience. These may have been acquired, for example, through employment, caring, voluntary activity or private study. Such applications will be considered individually on their merits, taking account of the skills, experience and commitment required to study successfully on a particular course.

2 Minimum Standard Entry Requirements Without Prior Credit

The following are recognised as the normal minimum level of attainment required for admission:

Postgraduate Programmes

Applicants should possess:

- a first degree with honours or professional qualification, recognised as being equivalent to degree standard; or
- an ordinary degree, foundation degree, higher national diploma, or university diploma, accompanied by substantial experience in an appropriate field.

Undergraduate Programmes

i Degree Courses

Applicants should normally:

- possess, at least, – 2 GCE A levels or 1 GCE A level and 2 GCE AS levels; or,
- achieve, at least, success in 12 units of assessment at level 3 from BTEC National qualifications to include at least one 6 unit qualification; or,
- have been awarded an Access to Higher Education certificate from a recognised course; or,
- possess an International Baccalaureate; or,
- possess a Diploma in Foundation Studies (Art and Design) or a qualification from a recognised Foundation Course; or,
- *possess an Specialised Diploma*
- *possess an Advanced Diploma*
- *possess a Cambridge Pre U Diploma*
- possess vocational qualifications at level 3 of the NQF.

ii Foundation Degrees

Applicants should normally :

- possess, at least, 1 GCE A level or 2 GCE AS levels; or,
- possess, at least, a BTEC National award,
- possess any of the qualifications listed for entry to degree courses.

iii HND Courses

Applicants should normally :

- possess, at least, 1 GCE A level or 2 GCE AS levels; or,
- possess, at least, a BTEC National award
- possess any of the qualifications listed for entry to degree courses.

iv Preparatory Years for Extended Degree Programmes (formerly known as Foundation Year Programmes)

The purpose of the preparatory year is to facilitate entry to a degree programme. Study takes place at Level 3 and is designed to prepare candidates for a relevant degree programme building on their existing level 3 achievement. Progression to Level 4 (first year) of the degree programme is dependent on successful completion of the preparatory years. Normally two groups of candidates are admitted to the programme:

- those who possess, at least, 1 GCE A level or 2 GCE AS levels or a BTEC National award; and
- mature students, who can demonstrate appropriate life or work experience and can provide evidence of literacy/communication skills at a level that demonstrates their ability to progress.

v Entry from Foundation Degrees to level 6 programmes (final year or top-up courses)

Foundation degrees are intended to widen participation in Higher Education and are an appropriate entry qualification for specified level 6 programmes. In some cases these level 6 programmes will be final year entry and in others named top-up courses, for which a specific progression route has been defined in the validation process.

3 Admission with Prior Credit

A student may be admitted to any appropriate point in a programme of study provided that they can demonstrate specific learning in terms of learning outcomes, credits and levels equivalent to that of the programme and will be able, by completing the remaining requirements, to fulfill the objectives of the programme and attain the standards required for the award.

i Prior Certificated learning

Credit may be awarded for prior qualification(s) provided that the prior study is relevant to the aims and objectives of the applicant and programme, and covers the core content and level of award up to the point of entry. The value and level of credit will normally be determined by reference to the national credit framework and by specific articulations such as Foundation Degrees. It will be subject to the University's APEL assessment procedures.

ii Prior Experiential learning

Accreditation may be awarded for prior learning achievements which have not been acquired as a result of formally assessed study provided the applicant can demonstrate that the learning is at an appropriate level and is directly

relevant to the outcomes of the programme concerned. The value and level of the claim is subject to the University's APEL assessment Procedures.

4 Equivalents

- i** The National Qualifications Framework determines the equivalence of British qualifications.
- ii** National Academic Recognition Information Centre (NARIC) equivalences are followed for international qualifications except where the University has explicitly established the acceptability of a particular qualification.

The following exceptions to NARIC recommendations have been approved:

For admission to Science and Engineering programmes

Indian Higher Secondary school Certificate awarded by National Boards (Central Board of Secondary Education and Indian Council of School Examinations) on completion of standard XII: Normally a minimum mark of 60% in English, Maths and three Science subjects;

Indian Higher Secondary School Certification awarded by the following Regional Boards - Gujarat, Karnataka, Maharashtra, Tamil Nadu and West Bengal on completion of standard XII: Normally a minimum mark of 65% in English, Maths and three Science subjects (Further assurance on English language competence may be sought by admissions tutor).

- iii** The University recognises a number of International Foundation Programmes as equivalent to achievement at level 3 of the National Qualifications Framework. A full list is given on the Student and Academic Services Web site.

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