



Admissions Policy



Document Location

This document is only valid on the day it was printed.

Revision History

Date of this revision: 13/12/2016

Revision date	Previous revision date	Summary of Changes	Changes marked
20/01/2012	19/01/2012	Clarity of process vis-à-vis process	No
26/01/2012	20/01/2012	Revision of roles and responsibilities in final bullet points	No
16/12/2015	26/01/2012	Revision of roles and responsibilities in final bullet points	No
13/12/2016	16/12/2015	The College Mission Statement was updated. Revision of roles and responsibilities. Footer was updated.	No
22/12/2016	13/12/2016	P2, point 3: Paragraph amended to include <i>"It is College policy to promote equality of opportunity and good relations. This means that we will provide access to all,..."</i>	

Distribution

This document has been distributed to:

Name	Date of Issue	Version
Jim Woods	20/01/2012	V1
Justin Edwards	26/01/2012	V1
Jim Woods	13/12/2015	V2
Published on Admissions Enrolment Group Share Point site / Intranet	16/12/2016	V2
Jim Woods	22/12/2016	V2

Belfast Metropolitan College

Admissions Policy

- The College is committed to operating a fair and transparent admissions process.
- The College mission statement demonstrates its commitment to an effective and timely process in matching applicants to needs and aspirations.
Belfast Met's mission is to make a fundamental impact on the economic and social success of the city of Belfast and beyond by equipping its people, employers and communities with the education and skills for work.
- It is College policy to promote equality of opportunity and good relations. This means that we will provide access to all, irrespective of gender (including gender reassignment) marital or civil partnership status, having or not having dependants, religious belief or political opinion, race (including colour, nationality, ethnic or national origins, being an Irish Traveller), disability, sexual orientation or age.
- The College is opposed to all forms of unlawful discrimination. All applicants will be treated fairly and will not be discriminated against during the admissions process on any of the above grounds.
- Decisions about eligibility for a course will be made objectively and without unlawful discrimination.
- The College will adhere to its duty of care responsibilities in relation to safeguarding procedures concerning the admission of students with specific criminal convictions.
- Whilst implementing selection processes, course teams will be mindful of College policy on equality of opportunity and will not discriminate against any individual or group.
- Selection criteria will vary depending on course. The selection criteria relevant to each course can be found on College Website, prospectus and Admissions Criteria
- Detailed information on the applications process can be found on College website, prospectus and the admission process.
- The overall management responsibility for overseeing the admissions process lies with the Director of Curriculum and Learner Success.
- The overall management responsibility for monitoring quality control of the process lies with the Head of Department for Learner Success.