



Access, Applications and Admissions Policy

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1. REVISION HISTORY AND APPROVAL

| Revision | Nature of change | Approval | Date |
|-----------------|-------------------------|-----------------|-------------|
| 1.0 | First Issue | JL | 27/07/21 |
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2. CONTEXT

- 2.1. The procedures and guidelines outlined in our Access, Applications and Admissions Policy and Procedures guide all staff, Associate Lecturers, Student Voice Leaders, External Consultants and other stakeholders involved in the practices and principles of admission and enrolment onto College Programmes.

3. POLICY STATEMENT

- 3.1. Marketing, recruiting and retaining learners is a key aim of PCI College.
- 3.2. All enrolled learners must meet minimal training/qualification/experience standards before progressing to enrolment.
- 3.3. Entry criteria are clearly described for each programme of study.
- 3.4. Target learner markets include:
- those already in the caring professions (e.g. counsellors, allied health care professionals, educators, social and community workers etc.). Specifically, those who wish to gain knowledge and expertise in counselling and related psychological themes and to apply enhanced skills in their existing occupations.
 - those who wish to change career, or recommence employment after some absence.
- 3.5. The College aims to provide equal opportunities for all applicants cognisant of our social inclusion obligations, mission, vision and values.
- 3.6. Applicants will be enrolled subject to review of their ability, achievement, merit and identifiable potential and suitability.
- 3.7. Learners with special needs or disabilities are welcomed with the proviso that they can meet the demands of the target programme of study and for whom our Disability Support Policy is sufficient to support their training and development needs.
- 3.8. Learners are selected via application and interview process, ensuring that entry requirements for both undergraduate and post-graduate are met.
- 3.9. Learners must also undertake all national, accrediting body and validating body requirements for enrolment e.g. Garda Vetting.

4. LINKED POLICIES AND PROCEDURES

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| Linked Policies | Transfer and Progression Policy Recognition of Prior Learning Policy Learner Support Policy Assessment of Learners Policy |
| Linked Procedures | Access, Applications and Admissions Policy Transfer and Progression Procedure Recognition of Prior Learning Procedure Support for Learners Procedure Assessment of Learners Procedure |