

Admissions Policy



1 Purpose

To establish the expectations and requirements for employees who admit Students.

2 Scope

This policy applies to the process by which Applicants become Students of the University. The Admission process finishes when the Applicant is formally enrolled as a Student on the University's system. This policy applies to the Admission of Domestic and International Students seeking entry into all Award Programs and Non-Award Programs offered by the University.

3 Policy Statement

The University establishes the expectations and requirements for Admission through this policy. Admission is determined on the basis of Academic Merit or the capacity for university level study. The University recognises that this can be measured by formal qualifications and by means other than formally recognised educational attainment. The Admissions Procedure sets out the criteria which an Applicant must satisfy in order to be admitted to the University.

Students seeking entry to programs at the University must satisfy the general Admission principles outlined in this policy as well as the specific entry requirements as detailed in the Admissions Procedure.

4 Principles

The Admission principles of the University are:

1. Admission to University Award Programs is determined on the basis of merit, specific program requirements and perceived probability of success.
2. Non-Award Programs and Courses do not have Academic Merit Admission requirements.
3. The University supports the Admission of Applicants who are considered to have a reasonable chance of success in the program to which they apply.
4. The University may establish and use alternative entry programs to assist the Admission of under-represented community groups.

5. There are a limited number of places available in each program. Where demand for a program exceeds the available number of places, Admission to the program may be denied, despite the Applicant meeting the minimum entry requirements.
6. The University may cancel the Enrolment of Students.
7. Admission requirements will be made available for Applicants.

5 References

Nil.

6 Schedules

This policy must be read in conjunction with its subordinate schedules as provided in the table below.

7 Policy Information

Subordinate Schedules	
Accountable Officer	Pro Vice-Chancellor (Student Services)
Responsible Officer	Executive Director (Marketing and Student Attraction)
Policy Type	Academic Quality Policy
Approved Date	10/5/2013
Effective Date	11/4/2014
Review Date	11/4/2017
Relevant Legislation	Higher Education Support Act (2003)
Related Policies	Enrolment Policy
Related Procedures	Academic Standing, Progression and Exclusion Procedure Admissions Procedure Enrolment Procedure Higher Degree by Research Supervision and Student Support Procedure

	Program Accreditation Procedure Recognition of Prior Service Procedure
Related forms, publications and websites	QTAC Online Application Form USQ Online Application Form QTAC Guide to Tertiary Courses QTAC Tertiary Prerequisites USQ Program Guide USQ Future Students website USQ International Students website
Definitions	<p>Terms defined in the Definitions Dictionary</p> <p>Academic Merit</p> <p>Academic Merit is based on an Applicant's level of academic achievement during their prior studies. It is generally assessed on an applicant's OP score, International Baccalaureate (IB) score, Australian Tertiary Admissions Rank, or equivalent rank based on the applicants qualifications and/or work experience.</p> <p>Admission</p> <p>The process of submission and assessment of applications for entry to study at the University.</p> <p>Applicant</p> <p>A person who applies for any program or Course of study offered by the University whether the application is made through the Queensland Tertiary Admission Centre (QTAC) or directly to the University.</p> <p>Award Program</p> <p>A sequence of study which leads to an academic qualification granted by the University and conferred by Council.</p> <p>Domestic Student</p> <p>A Student who is an Australian citizen, a New Zealand citizen, an Australian Permanent Resident or the holder of an Australian</p>

permanent humanitarian visa.

[Enrolment](#)

The process of admitting Students to one or more Courses for the current Academic Year.

[International Student](#)

A Student who is not an Australian citizen, a New Zealand citizen, an Australian Permanent Resident or the holder of an Australian permanent humanitarian visa.

[Non-Award Program](#)

A sequence of study which does not lead to an Award.

[Student](#)

A person who: has been Admitted or Enrolled in an Academic Program at the University, but has not yet graduated from the program; or has been Enrolled in a Course at the University but has not yet completed the Course.

[University](#)

The term 'University' or 'USQ' means the University of Southern Queensland.

Definitions that relate to this policy only

Keywords	QTAC, direct entry, tertiary entrance
Record No	13/25PL