

Apprenticeship Admissions Policy Statement

Aim

Admissions is the start of the learner journey at Halesowen College. We value each individual applicant and aim to ensure that each learner progresses onto an educational/training pathway that best suits their needs/abilities and aspirations regardless of ethnicity, gender, disability or other protected characteristics.

The College has statutory obligations for learners with an Educational, Health and Care Plan (EHCP) as specified in the Children & Families Act 2014 (refer to SEND Policy).

Halesowen College aims to enrol learners onto an apprenticeship standard where they will succeed and progress with their education or gain employment.

Entry onto an apprenticeship programme is dependent on the learner securing appropriate employment. The apprenticeship is a tripartite agreement between the learner, the college and the employer

Objectives

1. For applicants to have a positive experience of College through first class, highly responsive admissions service.
2. To ensure that applicants receive impartial and effective advice and guidance.
3. To ensure that applicants are placed on the most appropriate course suited to their needs, abilities and aspirations.
4. Adhere to all statutory responsibilities.
5. Support the needs of the employer in the local area.

Fees

Students on apprenticeship are not required to pay tuition fees (refer to Tuition Fee Policy). The employer may be entitled to various incentives which are passported through the College. The employer can also have to make a contribution dependent on individual circumstances

Availability of Places

It may be necessary for the College to cease to accept applications for courses which have reached capacity. In such circumstances a waiting list will be maintained, suitable alternative courses may also be offered. Should an applicant not have secured employment the college may offer a student programme of adult course in preparation for a future apprenticeship.

Reviewed/Approved	By	Date
Updated by	Jacquie Carman	
Approved at		
Review date		