



Purpose

This policy is in place to ensure that all individuals who gain entry into a Nationally Accredited Program have the appropriate skills and abilities they require to be successful in their studies. Furthermore, Brighton Institute of Technology upholds flexibility and equal opportunity; encouraging people to apply for enrolment without discrimination through a variety of means so that an optimal number of students can participate in education and training.

The following outlines entry requirements international students and the administration of application for admission to students intending to undertake study at Brighton Institute of Technology.

Responsibility

The Chief Executive Officer is responsible for implementation, monitoring and review of this policy

Policy

1. All students must be of the age of 18 years or over at the time of applying for admission at Brighton Institute of Technology.
2. Entry in to all courses requires the prospective student to complete a LL&N or General English entry assessment.
3. Satisfactory completion of any pre-requisite requirements. I.E. Entry to AUR40216 Certificate IV in Automotive Mechanical Diagnosis requires the prospective student to have completed AUR30616 Certificate III in Light Vehicle Mechanical Technology or another certificate III qualification from the AUR training package.
4. All applicants must complete a Pre-training review, tailored to the course they intend to commence. Failure to successfully complete this pre-training review will mean that the applicant will either have to choose another course offered by BIT or attend another education institution.

Procedure

The student selection process at BIT is conducted in an ethical and responsible manner. Entry requirements are in accordance with equal opportunity regulations in Australia.

1. Complete and sign College Application Form.
2. Attach all relevant certified academic transcripts in line with College entrance requirements or its equivalent.
3. Complete LL&N/Pre –training review
4. Where student does not meet the required English level for entrance into BIT courses, a compulsory offer for English is made to the student.
5. Successful applicants will receive a full or conditional Letter of Offer.
6. Applicants are required to sign the acceptance of offer
7. Applicants will provide CIT with their USI