



Edge Hill University Admissions Policy 2026-2029

Policy Owner

Head of Admissions

Approval Body

Academic Board

Review Cycle

Annual Review, with formal approval by
Academic Board every three years.



Introduction

At Edge Hill University, we believe that higher education should be accessible to all those with the ability and potential to succeed.

This Admissions Policy explains how we make admissions decisions and the principles that underpin our approach.

It outlines what applicants can expect from us throughout the admissions process, the support available to them, and the responsibilities shared by both the University and applicants.

The policy applies to applicants seeking admission to undergraduate, postgraduate taught, continuing professional development (CPD) and professional learning programmes delivered by Edge Hill University. It does not apply to study abroad, exchange or postgraduate research admissions, which are governed by separate procedures.

Some programmes are subject to additional Professional, Statutory and Regulatory Body (PSRB) requirements. Where this is the case, those requirements will be applied alongside the principles outlined within this policy.

This policy operates within the University's Academic Regulations and has been informed by sector guidance and best practice, including that provided by UCAS, the Quality Assurance Agency (QAA), Universities UK (UUK), the Department for Education and relevant Professional, Statutory and Regulatory Bodies.

Our Admissions Principles

We are committed to delivering an admissions process that is fair, transparent, inclusive and supportive.

Our approach is guided by six core principles:



Fair

Applications are considered on their individual merits and assessed against published entry criteria. We are committed to ensuring that all applicants are treated equitably and consistently throughout the admissions process.



Transparent

We provide clear information about our courses, entry requirements, admissions processes and decision-making. Applicants should understand what is expected of them and how decisions are reached.



Inclusive

We recognise that educational attainment and opportunity are not experienced equally by all applicants. We are committed to reducing barriers to higher education and supporting applicants from backgrounds currently underrepresented within the sector.



Evidence-Based

Admissions decisions are informed by academic achievement, potential to succeed, contextual information and any programme-specific requirements.



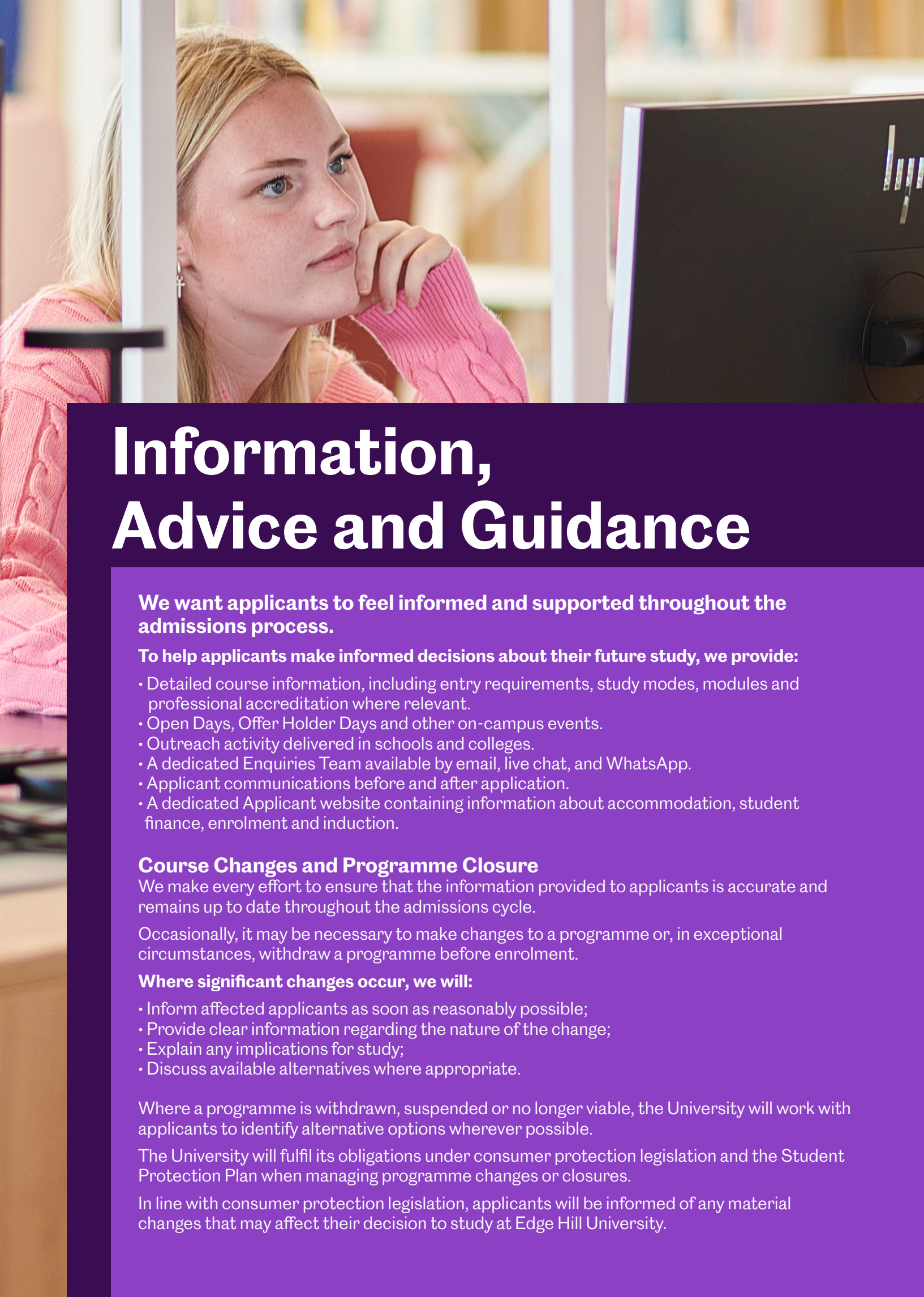
Supportive

We seek to provide effective information, advice and guidance at every stage of the applicant journey, from initial enquiry through to enrolment.



Student-Centred

Our admissions processes are designed to help applicants make informed decisions about their future study and to ensure they are matched to programmes where they are most likely to succeed and thrive.



Information, Advice and Guidance

We want applicants to feel informed and supported throughout the admissions process.

To help applicants make informed decisions about their future study, we provide:

- Detailed course information, including entry requirements, study modes, modules and professional accreditation where relevant.
- Open Days, Offer Holder Days and other on-campus events.
- Outreach activity delivered in schools and colleges.
- A dedicated Enquiries Team available by email, live chat, and WhatsApp.
- Applicant communications before and after application.
- A dedicated Applicant website containing information about accommodation, student finance, enrolment and induction.

Course Changes and Programme Closure

We make every effort to ensure that the information provided to applicants is accurate and remains up to date throughout the admissions cycle.

Occasionally, it may be necessary to make changes to a programme or, in exceptional circumstances, withdraw a programme before enrolment.

Where significant changes occur, we will:

- Inform affected applicants as soon as reasonably possible;
- Provide clear information regarding the nature of the change;
- Explain any implications for study;
- Discuss available alternatives where appropriate.

Where a programme is withdrawn, suspended or no longer viable, the University will work with applicants to identify alternative options wherever possible.

The University will fulfil its obligations under consumer protection legislation and the Student Protection Plan when managing programme changes or closures.

In line with consumer protection legislation, applicants will be informed of any material changes that may affect their decision to study at Edge Hill University.

Entry Requirements



We recognise that applicants come to higher education through a wide range of educational pathways and experiences.

Entry requirements vary between programmes and are designed to ensure that applicants have the knowledge, skills and potential required to succeed in their chosen course of study. Equivalent qualifications and alternative routes into higher education will be considered where appropriate.

Applicants will typically be expected to demonstrate an appropriate standard of literacy and numeracy through GCSE qualifications or recognised equivalent qualifications.

Individual programmes may specify additional requirements, including particular GCSE subjects or grades, Level 3 qualifications, professional experience, interviews, auditions or other selection activities where these are required to support academic success or meet professional, statutory or regulatory body requirements.

Full entry requirements for each programme are published on the relevant course page and should be read carefully before applying.

All applications are assessed individually and in accordance with the principles outlined within this policy.

How we make Admissions Decisions

We take a holistic approach to admissions and consider a range of information when assessing applications.

Depending on the programme applied for, this may include:

- Achieved qualifications.
- Predicted qualifications.
- Personal statements or supporting statements.
- References.
- Relevant experience.
- Portfolio submissions.
- Performance at interview or audition.
- Contextual information.
- Professional suitability requirements.

All applicants are considered against the published admissions criteria for their chosen programme. Where places are limited, offers will be made to applicants who most closely meet the selection criteria and demonstrate the greatest potential to succeed on their chosen programme.

We recognise that achievement cannot always be considered in isolation. As such, contextual information and evidence of individual circumstances may also be considered as part of the admissions process.

Admissions decisions may result in:

- An unconditional offer (only for applicants who have achieved their level 3 qualifications).
- A conditional offer.
- An alternative offer.
- An unsuccessful application.

Decisions will be communicated as promptly as possible and applicants will be provided with information regarding any next steps.



Fair Entry Criteria



At Edge Hill University, we recognise that educational attainment and opportunity are not experienced equally by all applicants.

We are committed to ensuring that talented students are not disadvantaged by circumstances beyond their control and that admissions processes support equality of opportunity. Through our Fair Entry Criteria scheme, we take account of contextual information when making admissions decisions to help identify applicants who may have experienced barriers to educational achievement.

Fair Entry Criteria forms part of our wider commitment to widening participation and supporting students from backgrounds that are currently underrepresented within higher education.

What is Fair Entry Criteria?

Fair Entry Criteria is our contextual admissions scheme. Eligible applicants may receive up to a two-grade reduction in the published entry requirements for eligible undergraduate degree programmes. The scheme is designed to recognise that academic attainment alone may not fully reflect an applicant's potential to succeed at university.

Applicants who meet one or more Fair Entry Criteria indicators, and have applied for an eligible course, will be considered for contextual admissions support.

Eligibility

Applicants may be eligible if they:

- Have experience of care or are estranged from their family;
- Have been eligible for Free School Meals during their education;
- Have caring responsibilities for a family member or friend;
- Hold refugee status;
- Live in an area with low participation in higher education;
- Live in an area of high socio-economic deprivation;
- Have successfully participated in an Edge Hill University widening access programme;
- Are the first in their family to attend university.

Eligibility criteria are reviewed periodically and published on the University website.

Contextual Admissions

How We Use Contextual Information

Contextual information is considered alongside all other aspects of an application, including qualifications, personal statements, references and any programme-specific requirements.

Where appropriate, contextual information may be used to:

- Make a reduced offer;
- Support an admissions decision where qualifications are narrowly below the standard entry requirements;
- Inform consideration of alternative routes into higher education;
- Identify applicants who may benefit from additional support.

All contextual admissions decisions are made fairly, consistently and transparently.

Applicants admitted through Fair Entry Criteria are expected to demonstrate the same potential to succeed as all other students and must meet any relevant professional, statutory or regulatory requirements.

Further information regarding eligibility and the operation of Fair Entry Criteria can be found on the University's website.



Alternative Offers

As part of our commitment to supporting applicants into higher education, we operate an Alternative Offers Scheme.

What is an Alternative Offer?

An alternative offer is an offer for a programme other than the one originally applied for.

Alternative offers are made where we believe an applicant has the potential to succeed at Edge Hill University, but where another programme may provide a more appropriate route based on their qualifications, experience, interests or future aspirations.

When Might an Alternative Offer Be Made?

An alternative offer may be considered where:

- An applicant narrowly misses the entry requirements for their chosen programme;
- Another programme more closely aligns with an applicant's qualifications, experience or interests;
- An applicant does not engage with or pass an interview, audition or portfolio requirement for their chosen course;
- A related programme provides a more suitable route into higher education.

Where appropriate, applicants may also be considered for:

- Foundation Year entry;
- Fastrack programmes;
- Related degree pathways.

Our Approach

Alternative offers are intended to maximise opportunities for participation in higher education whilst ensuring that applicants are matched to programmes where they are most likely to succeed.

Where an alternative offer is made, the University will provide clear information about the programme and any relevant progression opportunities to support informed decision-making.

We believe that admissions decisions should focus not only on previous attainment, but also on potential. Alternative offers form an important part of our commitment to providing flexible and inclusive routes into higher education.



Results and Confirmation

Following the publication of examination results, the University will review each applicant's qualifications against the conditions of their offer.

Applicants who have met all academic and non-academic conditions of their offer will have their place confirmed and will receive information about enrolment and starting their studies at Edge Hill University.

If You Meet Your Offer Conditions

Where all conditions of an offer have been satisfied, applicants will normally have their place confirmed automatically once results have been received and verified.

If You Narrowly Miss Your Offer Conditions

We recognise that examination results do not always tell the whole story. Where applicants narrowly miss the conditions of their offer, we may undertake a further review of their application before making a final decision.

This review may take into account:

- The qualifications achieved;
- Performance across individual subjects;
- Contextual information;
- Any additional information already provided as part of the application;
- Availability of places on the programme.

Where appropriate, applicants may still be offered a place on their chosen programme.

Alternative Options

Where it is not possible to confirm a place on the original programme, we may consider whether an alternative programme, Foundation Year or other route into higher education would be appropriate. Any alternative options will be communicated directly to the applicant and there is no obligation to accept an alternative offer.

Review of Examination Results

We understand that some applicants may request a review or remark of their examination results. Where revised grades are officially confirmed by the relevant awarding body, the University will review the application and consider the updated results. Whilst every effort will be made to accommodate applicants whose grades change following a review, this may be subject to programme capacity, professional requirements and published admissions deadlines. Applicants awaiting the outcome of a review of results are encouraged to keep the Admissions Team informed of any developments.

Deferrals

The University welcomes requests to defer entry for most programmes. Applicants may request deferred entry either during the application process or after accepting an offer. Some programmes may be unable to accommodate deferred entry due to placement capacity, regulatory requirements or programme structure. Deferral requests are considered individually, and applicants will be advised of any implications relating to entry requirements, programme availability or fees.

Applicants granted a deferral will normally be considered against the entry requirements and programme structure applicable to their year of entry.

Additional Admissions Requirements

Some programmes require applicants to complete additional stages of the admissions process beyond meeting the academic entry requirements. Where additional requirements apply, details will be published on the relevant course page and communicated throughout the application process.

Interviews, Auditions and Portfolios

For some programmes, applicants may be required to attend an interview, audition, assessment activity or submit a portfolio of work.

These activities help us assess an applicant's suitability for their chosen programme and may be used alongside academic qualifications and other application information when making admissions decisions.

Selection activities vary between programmes and may assess areas such as:

- Motivation and understanding of the subject area;
- Communication and interpersonal skills;
- Relevant experience;
- Professional values and behaviours;
- Practical, creative or performance-based skills.

Applicants invited to participate in a selection activity will receive information about the format, expectations and any preparation required.

Where an applicant requires reasonable adjustments to participate in a selection activity, we encourage them to contact us as early as possible so that appropriate arrangements can be considered.

Some programmes, including Medicine, operate supplementary admissions and selection processes. Where applicable, further programme-specific admissions guidance will be published separately.

Disclosure and Barring Service (DBS)

Certain programmes involve working with children, young people or vulnerable adults and therefore require applicants to complete an Enhanced Disclosure and Barring Service (DBS) check.

Where a DBS check is required, this will be clearly stated within course information and will form part of the conditions of any offer made.

Applicants are expected to provide accurate and complete information throughout the DBS process and must declare any relevant convictions, cautions or other matters that may be disclosed through the checking process. Failure to provide accurate information, or failure to engage with the DBS process, may result in an offer being withdrawn.

Where disclosures are identified, they will be considered through the University's established procedures and assessed on an individual basis.

Occupational Health

Some programmes require applicants to complete an Occupational Health assessment before enrolment.

The purpose of this assessment is to ensure that students are able to meet the requirements of their chosen programme, including any placement-based learning activities, and to identify any support or reasonable adjustments that may be required.

Information provided through the Occupational Health process is treated confidentially and managed in accordance with relevant legislation and professional requirements.

The University is committed to supporting disabled students and those with long-term health conditions. It is rare that an applicant would be deemed unsuitable to commence a programme solely on the basis of an Occupational Health assessment. In exceptional circumstances, where significant concerns exist regarding an applicant's ability to safely engage with their chosen programme, further consideration may be required before enrolment.

Fitness to Practice and Professional Requirements

Some programmes lead to professional registration and are subject to additional Professional, Statutory and Regulatory Body (PSRB) requirements.

Applicants to these programmes may be required to demonstrate professional suitability, integrity and behaviour consistent with the expectations of the profession.

Additional requirements may include:

- DBS clearance.
- Occupational Health clearance.
- Professional declarations.
- Compliance with professional codes of conduct.
- Verification of qualifications or experience.

Where concerns arise regarding an applicant's suitability for a professional programme, these will be considered fairly and proportionately in accordance with University procedures and relevant professional requirements.



Recognition of Prior Learning and Credit Transfer



Recognition of Prior Learning (RPL) enables applicants to use relevant prior learning or experience to support admission to a programme of study or, where appropriate, entry at an advanced stage of a programme.

There are two main forms of RPL:

Recognition of Prior Certificated Learning (RPCL)

This relates to learning that has already been formally assessed and recognised through previous study, professional qualifications or training.

Recognition of Prior Experiential Learning (RPEL)

This relates to learning gained through employment, voluntary work or other relevant experience that has not previously resulted in a formal qualification.

Applicants wishing to be considered through the RPL process should indicate this as part of their application. Additional information may be requested to support assessment, including transcripts, module information, portfolios or evidence of professional experience.

The University also welcomes applications from students seeking to transfer credit from another higher education provider. Applications for credit transfer are considered individually in partnership with the relevant academic department.



Applicants Requiring Additional Support

We are committed to ensuring that all applicants are able to engage fully with the admissions process.

Applicants who have a disability, long-term health condition, mental health condition, neurodiverse condition or other support requirement are encouraged to inform us of any adjustments that may assist them throughout the admissions process.

This information allows us to consider reasonable adjustments for activities such as:

- Interviews.
- Auditions.
- Selection events.
- Admissions assessments.

Disclosure of a disability or health condition will not adversely affect an admissions decision, except where there are specific professional or regulatory requirements that must be considered.

Where support needs are identified, we will work collaboratively with applicants and relevant University services to ensure that appropriate advice, guidance and support are available.

Further information regarding support services can be found on the University's website.

Applicants Under 18

Applications from students who will be under 18 at the point of enrolment are welcomed and considered on an individual basis.

Where required, the University will undertake appropriate safeguarding and support arrangements prior to enrolment and may seek consent from a parent or guardian.



Applicants Responsibilities and Conduct

We are committed to delivering a fair, transparent and supportive admissions process. To help us do so, applicants are expected to engage positively with the admissions process and provide accurate information throughout their application.

Applicant Responsibilities

Applicants are responsible for:

- Providing accurate and complete information.
- Meeting published deadlines.
- Responding to requests for further information.
- Providing evidence of qualifications, identity or other documentation where requested.
- Engaging with any admissions processes relevant to their chosen programme.
- Informing the University of any significant changes to their circumstances that may affect their application.

Failure to provide accurate information or engage with required admissions processes may result in delays, withdrawal of an offer or refusal of admission.

Applicant Conduct

The University expects all interactions with applicants, supporters and representatives to be conducted respectfully and professionally. We are committed to treating applicants fairly and with respect and expect the same in return.

Where behaviour is considered abusive, threatening, discriminatory, inappropriate or otherwise unacceptable towards staff, students or other applicants, the University reserves the right to restrict communication, reject an application, withdraw an offer or refuse admission.

Fraudulent Applications

Applicants must ensure that all information provided as part of their application is accurate and complete.

The University reserves the right to reject an application, withdraw an offer or refuse admission where:

- False or misleading information has been provided;
- Qualifications have been falsified;
- Material information has been deliberately omitted;
- Supporting documentation cannot be authenticated;
- Information submitted as part of the application is found to be inaccurate or misleading.

Where evidence of fraud is identified, details may be shared with relevant external organisations including UCAS, UK Visas and Immigration, professional bodies or other appropriate authorities.

Personal Statements and Artificial Intelligence

The University recognises that applicants may choose to use artificial intelligence (AI) and other digital tools to support the preparation of their application. Applicants remain responsible for the content of their application and must ensure that any information submitted accurately reflects their own experiences, achievements, motivations and aspirations.

Personal statements should be an authentic representation of the applicant. We encourage applicants to utilise the tools available to them, but any personal statement submitted must remain their own work and accurately reflect their understanding of, and motivation for, their chosen course.

Where the University has concerns that a personal statement does not accurately represent an applicant further information may be requested. This may include asking an applicant to submit an alternative statement or participate in a further selection activity.

The use of AI itself will not disadvantage an applicant. However, the submission of misleading, inaccurate or misrepresented information may be treated as a fraudulent application under the provisions of this policy.

International Admissions

The University welcomes applications from international students and values the contribution they make to our academic community. The University is required to assess an applicant's fee status in accordance with UK Government regulations. Applicants may be asked to provide additional information or documentation to support this assessment.

International applicants are considered using the same academic principles as home applicants and are assessed against equivalent academic entry requirements.

In addition, international applicants may be required to demonstrate:

- English language proficiency;
- Eligibility to study in the UK;
- Compliance with UK immigration requirements;
- Any programme-specific requirements.

Applicants requiring a Student visa must satisfy all conditions necessary for the University to issue a Confirmation of Acceptance for Studies (CAS).

The University holds a Student Sponsor licence and is required to comply with all relevant UK Visas and Immigration requirements.

Further information regarding international admissions processes can be found on the University's website.



Continuing Professional Development (CPD) and Professional Learning Admissions

The University delivers a wide range of Continuing Professional Development (CPD) and professional learning programmes. Admissions requirements vary depending on the nature of the programme and any associated professional requirements. Details of entry requirements and application processes are published within individual course information. Applicants seeking advice regarding CPD admissions should contact the University's Admissions Team.



Appeals and Complaints

We are committed to delivering a fair, transparent and supportive admissions process.

Where an applicant is dissatisfied with an admissions decision or the service they have received, they may raise their concerns through the procedures outlined below.

Appeals

An appeal is a request for an admissions decision to be reconsidered. Appeals will only be considered where there is evidence of:

- A procedural irregularity;
- New information that could not reasonably have been provided earlier;
- Evidence of bias or perceived bias in the admissions process.

Appeals cannot be considered solely on the basis of disagreement with the academic judgement of University staff.

Appeals must be submitted in writing within 14 working days of the admissions decision being communicated. Appeals should be submitted to the Head of Admissions via **admissions@edgehill.ac.uk**.

The outcome of an admissions appeal will be communicated in writing, within 21 working days, and will conclude the University's admissions appeals process.

Complaints

A complaint relates to the service received during the admissions process.

Applicants who are dissatisfied with any aspect of the admissions service may submit a complaint in writing to the Head of Admissions via **admissions@edgehill.ac.uk**

The University will investigate all complaints fairly and provide a written response within 21 working days.



Governance, Monitoring and Review

Responsibility for the implementation and operation of this policy rests with the Head of Admissions.

The policy is reviewed annually, with any required updates being implemented prior to the commencement of a new admissions cycle. Academic Board is responsible for the formal approval of the policy and any substantial amendments.

The University monitors admissions activity to support continuous improvement and to ensure that admissions outcomes remain fair, equitable and effective.

Related Policies and Documents

This policy should be read alongside:

- Academic Regulations;
- Access and Participation Plan;
- Student Terms and Conditions;
- Student Protection Plan;
- Disclosure and Barring Service (DBS) Guidance;
- International Admissions Procedures;
- Medicine Admissions and Selection Supplement;
- Relevant programme-specific admissions information published on the University website.

