## **PART TIME LEVEL 4+**



## **ADMISSIONS FLOWCHART**

Student applies for PT L4+ course via website

Admissions team download application and refer to relevant tutor

Acknowledgement email – within 2 working days Curriculum area acknowledges application

Invitation to interview email/information –

Invitation sent for applicants to attend an interview, relaying any relevant information including entry criteria, interview activities etc.

Interview outcome email/phone call – within 5 working days of interview Following the interview, the applicant is notified of outcome

Applicant is **not** offered a place

Applicant is offered a place

Unsuccessful applicant is offered alternative course/ level or referred to guidance to discuss alternative options – within 5 working days of interview

Invited to attend HE enrolment (generic or course specific) – 10 to
15 working days prior to HE
enrolment event

Once enrolled, the learner is sent information about course induction

emailed to successful applicant – 10 to 15 working days prior to induction date

Induction information

Enrolment

information and Learning Loans letters emailed to

successful applicant

 within 5 working days of interview

At induction, learner is provided with start date