

## Minimum Entry Requirements

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### Purpose

The University's minimum entry requirements are intended to:

- ensure that applicants are appropriately prepared for study in higher education;
- draw attention to the diversity of qualifications that can prepare applicants for higher education;
- support admissions tutors in recruiting suitably prepared students.

There will be specific requirements for entry to particular courses offered by the University. These course entry requirements must be defined and agreed at individual course level according to the particular requirements of that course of study and incorporating any national or professional body prerequisites. Course entry requirements must be compliant with the general requirements established by the University

# 1. General Requirements

- 1.1. Applicants should normally be able to demonstrate a level of literacy and numeracy appropriate to the course which they are undertaking. The admissions process will identify whether an applicant meets this requirement. For an applicant from the United Kingdom, appropriate qualifications might be one or more of the following:
  - (i) GCSE English
  - (ii) Functional skills Maths Level 2
  - (iii) GCSE Mathematics
  - (iv) Functional Skills English Level 2
  - (v) Equivalent as published
- 1.2. For applicants whose previous studies were not undertaken in the English language, in particular for international applicants, the following qualifications may be used as a guide to a minimum, appropriate level of competence in English language:
  - (i) British Council International English Language Testing Service (IELTS) overall band 6;
  - (ii) Test of English as a Foreign Language (TOEFL) Internet-based score 79
- 1.3. Applicants may be admitted without, or with minimal, formal or traditional qualifications where they can demonstrate a commitment to succeed at Sheffield Hallam University combined with sufficient and relevant skills and experience. These may have been acquired, for example, through employment, caring, voluntary activity or private study. Such applications will be considered individually on their merits, taking account of the skills, experience and commitment required to study successfully on a particular course.
- 1.4. For all apprentices undertaking a degree apprenticeship, it is a requirement that they should hold or achieve approved Level 2 qualifications in both Maths and English before they can successfully complete the apprenticeship. The Education and Skills Funding Agency (ESFA) funds apprentices to achieve qualifications in English or Maths (or both) if they do not already meet the minimum requirements for certification of the apprenticeship.

## 2. Minimum Entry Requirements Without Prior Credit

The following are recognised as the normal minimum level of attainment required for admission:

### 2.1. Doctoral Programmes

#### 2.1.1. An applicant should normally hold:

- (i) An upper second class honours degree or above, from a university or any other institution of higher education in the United Kingdom with degree-awarding powers; or
- (ii) an appropriate Masters' Degree; or
- (iii) a qualification which is regarded by the University as equivalent to such an honours degree.

#### 2.1.2. Non-standard entry qualifications

2.1.2.1. An applicant holding qualifications other than those in paragraph 2.1.1 will be considered on their merits and in relation to the nature and scope of the proposed research programme. In considering an applicant in this category, the University will look for evidence of the applicant's ability and background knowledge in relation to the proposed research.

2.1.2.2. Sources of such evidence may include:

- (i) Professional experience, publications, written reports or other appropriate evidence of accomplishment;
- (ii) If necessary, the University may require an applicant to pass an externally assessed qualifying examination at final year honours degree level before being admitted;
- (iii) Confidential statements attesting to the applicant's academic attainment and fitness for research provided by referees who should not be proposed as supervisors or advisers for the project

## 2.2. Postgraduate Programmes

2.2.1. An applicant should possess:

- (i) An undergraduate degree with honours or professional qualification, recognised as being equivalent to degree standard; or
- (ii) An ordinary degree, foundation degree, higher national diploma, or university diploma, accompanied by sufficient experience in an appropriate field.

## 2.3. Undergraduate Programmes

2.3.1. **Degree Courses** – An applicant should normally:

- (i) achieve Level 3 qualifications equivalent to at least 2 GCE A levels or a BTEC National Diploma; or
- (ii) have been awarded an QAA accredited Access to Higher Education Diploma; or
- (iii) have been awarded a T level qualification; or
- (iv) possess an International Baccalaureate; or
- (v) possess a Diploma in Foundation Studies (Art and Design) or a qualification from a recognised Foundation Course; or
- (vi) possess vocational qualifications at level 3 of the Regulated Qualifications Framework (RQF).

2.3.2. **Foundation Degree or Higher National Diploma (HND)** – Applicants should normally:

- (i) achieve Level 3 qualifications equivalent to at least 1 GCE A level or a BTEC National Subsidiary Diploma; or
- (ii) possess any of the qualifications listed for entry to degree courses.

2.3.3. **Foundation Year Routes for Degree Programmes**

- 2.3.3.1. The purpose of the foundation year is to facilitate entry to a degree programme at Level 4. Study is designed to prepare candidates for a relevant degree programme building on their existing Level 3 achievement. Progression to Level 4 (first year) of the degree programme is dependent on successful completion of the foundation year.
- 2.3.3.2. Applicants would usually be expected to hold the minimum entry requirement for a degree course but not have achieved either the required grades at Level 3 for entry and/or hold suitable qualifications in the required pre-requisite subjects for entry at Level 4 of the degree programme.

2.3.4. **Entry from Foundation Degrees to Level 6 programmes (final year or top-up courses)**

- 2.3.4.1. Foundation degrees are intended to widen participation in Higher Education and are an appropriate entry qualification for specified Level 6 programmes. In some cases, these Level 6 programmes will be final year entry and in others named top-up courses, for which a specific progression route has been defined in the validation process.

## 3. Admissions with Prior Credit

A student may be admitted to any appropriate point in a programme of study provided that they can demonstrate specific learning in terms of learning outcomes, credits and levels equivalent to that of the programme and will be able, by completing the remaining requirements, to fulfill the objectives of the programme and attain the standards required for the award.

### 3.1. Prior Certificated learning

- 3.1.1. Credit may be awarded for prior qualification(s) provided that the prior study is relevant to the aims and objectives of the applicant and programme and covers the core content and level of award up to the point of entry. The value and level of credit will normally be determined by reference to the national credit framework and by specific articulations such as Foundation Degrees. It will be subject to the University's (Recognition of Prior Learning) RPL assessment procedures.

### 3.2. Prior Experiential learning

- 3.2.1. Accreditation may be awarded for prior learning achievements which have not been acquired as a result of formally assessed study provided the applicant can demonstrate that the learning is at an appropriate level and is directly relevant to the outcomes of the programme concerned. The value and level of the claim is subject to the University's RPL assessment Procedures.

## 4. Equivalents

- 4.1. The Registered Qualifications Framework determines the equivalence of British qualifications.
- 4.2. The University International Qualification Group agrees equivalencies for non-UK qualifications with reference to information provided by the UK National Information Centre for the recognition and evaluation of international qualifications and skills (UK ENIC).

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