
To	Academic Board	From	Chantelle Daniels- Operations Manager
Title	Outcomes of Further Work on the Admission, Enrolment & Fees (AEF) Policy	Date	2019/11/27

Recommendation/s

That Academic Board receive further information in regards to Sections 16.4, 18.1 and 18.2 (d) of the Admission, Enrolment & Fees (AEF) Procedure to assist with approving these sections of the procedure.

Purpose

To ensure further clarification is given around clauses 16.4, 18.1 and 18.2 (d) so we can have the full Admission & Enrolments procedure approved at Academic Board.

Background

The changes from the formal periodic review of the Admission, Enrolment and Fees Policy and procedures were presented to and discussed at Academic Board 2019-11-13 under Item 2.7 Policy Changes - Admission, Enrolment & Fees (AEF) Policy"

The Committee approved the policy updates resulting from the formal periodic review for the *Admission, Enrolment & Fees Policy*, which upon review has adopted a new structure of:

- *Admission, Enrolment & Fees Policy*
- *Admission & Enrolment Procedures*
- *Fees & Refunds Procedures*

The *Admission & Enrolment Procedure*, Section 18.1 was not approved and was deferred to Academic Board 2019-12-11 with further information being presented on The *Admission & Enrolment Procedure*, Section 16.4 and 18.2d.

Please refer to the attached Rationale Doc for rationale on why the above points should remain the same.

Next Steps

Stakeholders will be updated on any changes that arise from approval discussions at Academic Board.

The full policy will go live on the Nest and website

Phase 2 will mean that we can start to review internal business processes to ensure they align with the Policy and procedures. (e.g. 16.4)

Attachments

Rationale document for points 16.4, 18.1 and 18.2 (d)

Admission & Enrolment Procedures

Contributors / Co-Authors

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