



STUDENT RECRUITMENT POLICY

The UK Quality Code for Higher Education sets out the following Expectations and Practices for assessment that higher education providers are required to meet.

EXPECTATION FOR STANDARDS

The value of qualifications awarded to students at the point of qualification and over time is in line with sector-recognised standards.

EXPECTATION FOR QUALITY

From admission through to completion, all students are provided with the support that they need to succeed in and benefit from higher education.

CORE PRACTICE FOR STANDARDS

The provider ensures that students who are awarded qualifications have the opportunity to achieve standards beyond the threshold level that are reasonably comparable with those achieved in other UK providers.

CORE PRACTICES FOR QUALITY

The provider has a reliable, fair and inclusive admissions system.

The provider actively engages students, individually and collectively, in the quality of their education experience

The provider has fair and transparent procedures for handling complaints and appeals which are accessible to all students.

Entry requirements

Students are recruited from the UK and the European Union. However, from September 2021 students will be recruited from UK alone. The entry requirements are detailed in the prospectus relevant to the courses that we offer at LSCI. Qualification, certificates, unit transcripts, work experience are examined and judged for their academic fitness.

English Language requirements

Students who studied in the UK educational institution are exempted from this requirement.

If a student has studied in a non-English speaking country, he/she will typically be asked to complete an English language test (speaking, listening, reading and writing). The expected level is IELTS 5.0 or equivalent, with no element below 4.5. In some circumstances where the student has attended and completed University outside the UK and is able to demonstrate good command of English both in oral and written interview, the student will be exempted from English Language requirement. Students holding managerial position in UK companies for two or more years will be exempted from English Language requirement.

Students are required to write a personal statement explaining their intention to study the course and attend an interview where the panel will ask questions to establish the commitment, intention, the intended career progression and study expectations for the desired qualification.

Certificates

Students must supply documentary evidence of their grades and school/College reports.

Admission Procedures

APPLYING

Applicant must complete an application form as the first step of the Application process. If applicant wishes to avail the free advice and guidance support from LSCI or to have more information on choosing a course to match their aspirations, please contact us personally or through telephone / Emails or Skype.

We help students in the best possible manner to make an informed decision in selecting course of their choice. Once an applicant has decided on a course that he/she wish to study, he/she can apply online using the application form which is located in the college website. The applicant needs to send two passport-sized photographs, copies of educational qualifications, Proof of Identity, Proof of Address, NI documents for the assessment of eligibility.

Please check that you meet the Entry Requirements of the course you are applying for.

RECEIVING AN OFFER

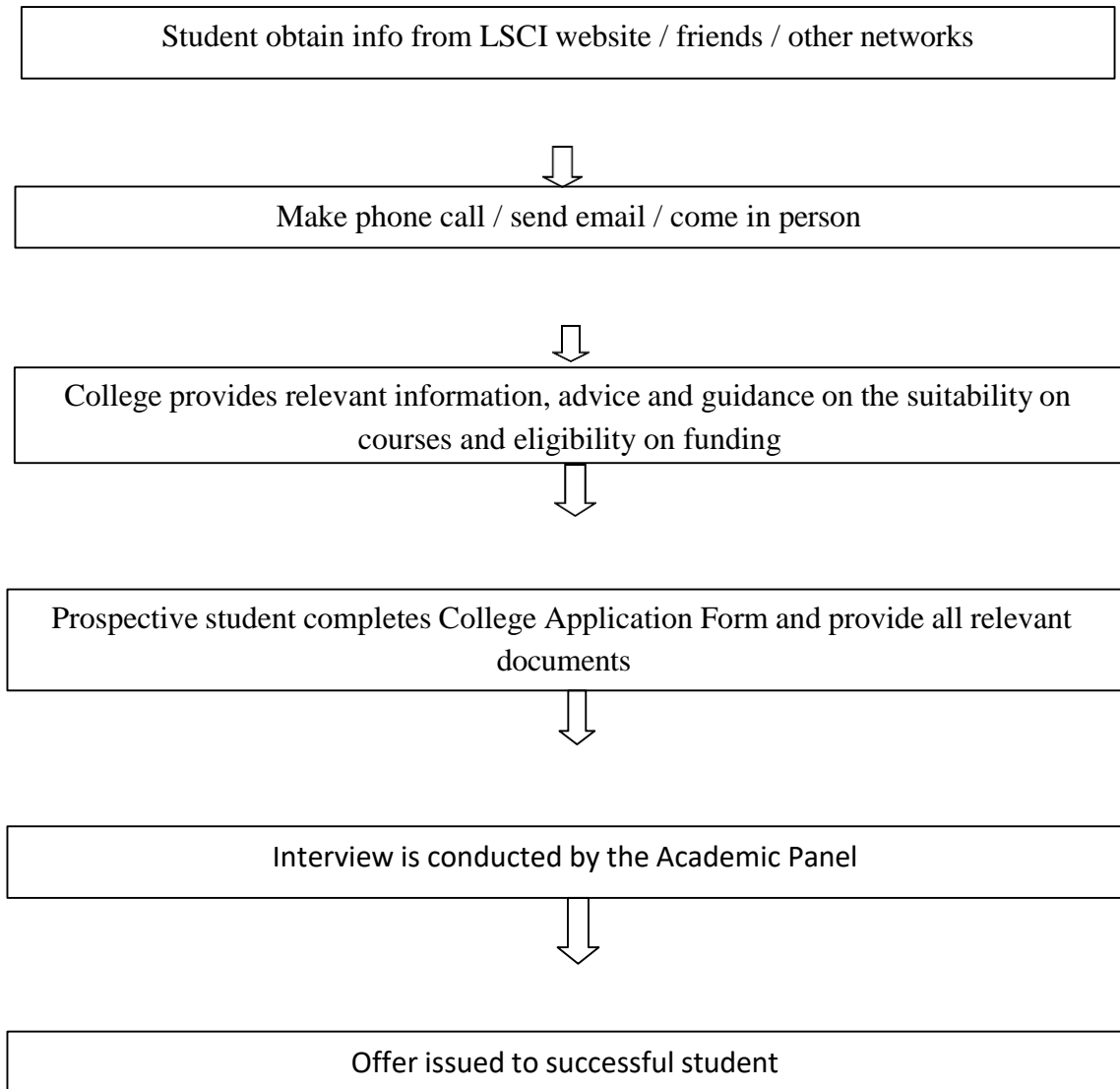
Once we have received your application and supporting documents, the College will review your application. The college will invite you for interview if you are eligible for the course. During the interview the college will assess your submitted documents. The Academic Panel will conduct your interview, and where necessary you will be asked for oral and written interview. Once the Academic Panel is satisfied with your interview, you will receive a decision on your application within seven working days.

ACCEPTING THE OFFER

UK/EU students availing finance from the Students Loans Company or Students Funding Authority need to apply for finance at www.gov.uk/studentfinance and provide the College with Reference Number. Once the finance is approved, student needs to provide a copy of the finance approval letter to the College to confirm admissions.

Student recruitment flow diagram is shown below for easy understanding

Student Recruitment flow chart at LSCI



**LSCI/Policies/2024/
Student Recruitment Policy**
Effective from: Jan 2024 Review Date: Dec 2024

**Reviewed: Jan 2024
Hasina Haque
Version 9**