



## BHASVIC Admissions and Application Guidance

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### Application Deadline

The application deadline for BHASVIC is always the **first Friday in December**.

### Contacting BHASVIC Admissions

205 Dyke Road

Hove

BN3 6EG

**Tel:** 01273 859 810

**Email:** [admissions@bhasvic.ac.uk](mailto:admissions@bhasvic.ac.uk)

### Admissions Policy

As BHASVIC is often oversubscribed, we will give priority to students whose application forms reach the college on or before the first Friday in December.

In the event of oversubscription, we will offer places to students in the order specified by our [Admissions Policy](#).

We welcome applications from all students, and are proud of our diverse student body. We do not discriminate based on disability, family responsibility, marital status, race, colour, ethnicity, nationality, religion or belief, gender, or sexual orientation.

### Accord College: BHASVIC, Varndean and MET

BHASVIC, Brighton MET and Varndean College together form the Accord Colleges in Brighton and Hove. The three colleges have a coordinated application process for students seeking to study at any of the Accord Colleges.

Under the Accord, you will not be able to make an application to both BHASVIC and Varndean College. This is so that these two sixth form colleges can effectively plan curriculum provision to cater for as many students wishing to study in one of these colleges as possible.

You are welcome to make an application to one of these two Sixth Form Colleges and also to Greater Brighton Metropolitan College (includes Brighton MET and Northbrook MET), however you are also entirely free to apply to any other educational institution – it is only in the case of BHASVIC and Varndean College that you are not able to apply to both colleges. An Accord College is likely to ask you, at interview, about any other applications you have made or offers you hold from other educational institution, employer or training provider.

As part of the application process for either Sixth Form College, you will be asked to confirm that you have not made a separate application to the other Sixth Form College.

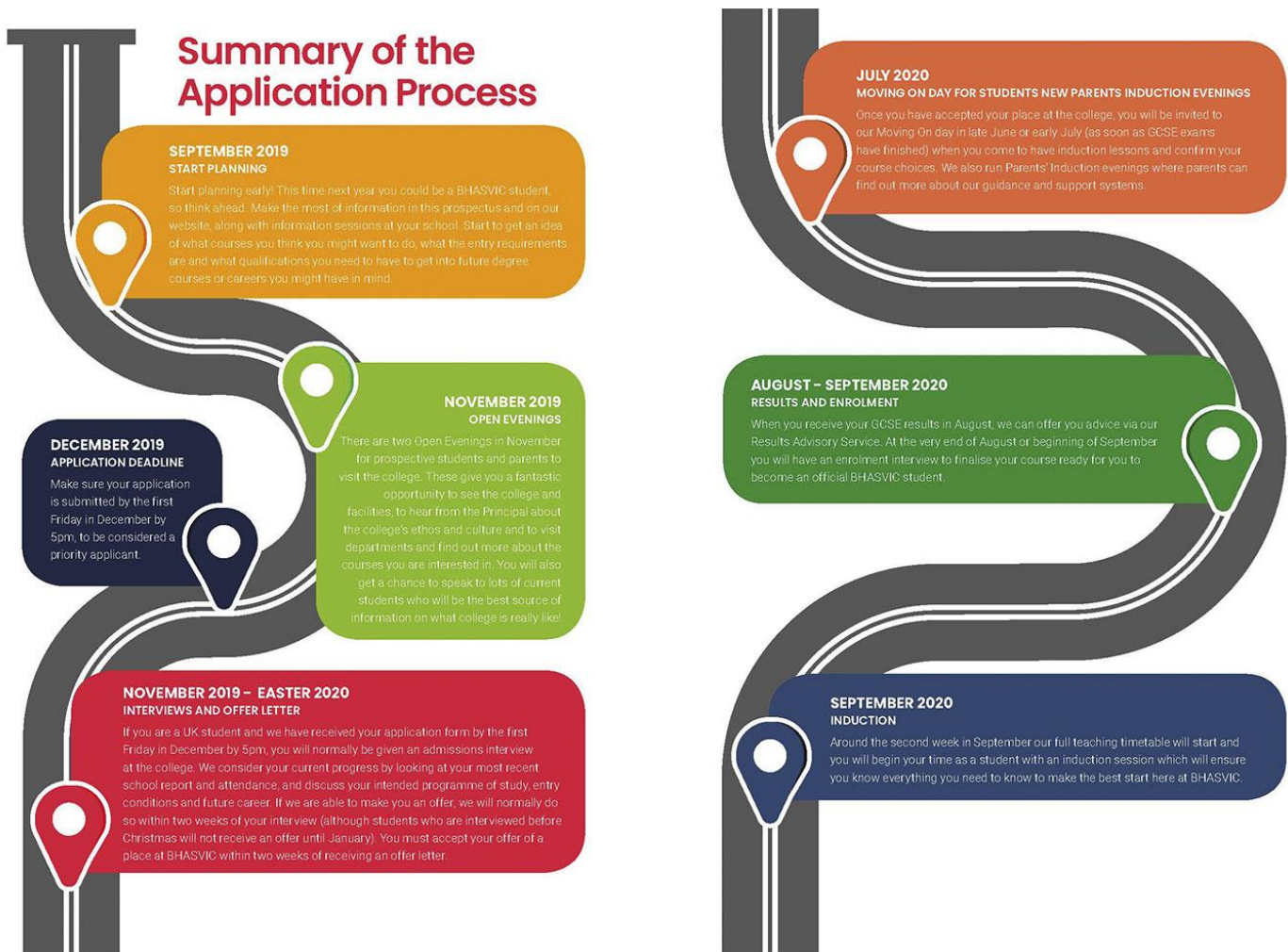
BHASVIC and Varndean work very closely together and will share data to check and avoid applicants having applied to both Sixth Form Colleges. If you have made an application to both Sixth Form Colleges, you may no longer be treated as a priority applicant. One of the colleges will contact you to ask which application you wish to withdraw and an interview

will not be possible at either college until this has been established.

## Data sharing

To proceed with an application to either BHASVIC or Varndean College, you will be required to agree to the two colleges sharing your name, date of birth and contact details. Both colleges will only use this for duplicate application checking in December, after the priority application deadline. Once the checking process has been completed, the college you did not apply to will permanently delete your personal data.

## The Admissions process and timeline



## Year 10 Taster Day

This are a great way to decide whether BHASVIC is the right college for you and also to help you 'taste' what it feels like to be in a sixth form, what studying at Level 3 is like and what BHASVIC feels like. It is also a great way to begin to meet new students from other schools and to sample some courses and subjects you may be interested in.

The date of our Taster Day is in our BHASVIC Calendar, available on our website – it is usually towards the end of June or the beginning of July.

You apply for a place on the Taster Day through our website. The application form usually becomes available not long after February Half Term.

Applications are on a first come first served basis.

If you do not manage to come to a Year 10 Taster Day, please do not worry – this will not affect your application priority

in any way whatsoever. The Taster Days are simply there as an offer to you to help you with your decision making about your next steps.

### **September of Year 11: Start Planning**

This time next year you could be a BHASVIC student, so it pays to think ahead. Start to form an idea of what courses and subjects you'd like to do, bearing in mind where your talents lie now and where you see yourself in the future.

Consider the qualifications you might need for future careers or degree courses, and learn more about how BHASVIC can help you achieve them. Make the most of the information online and in our prospectus.

### **November Open Evenings**

We hold two open evenings for prospective students and their parents. These are a chance to see the college and its facilities, to learn about the college's ethos and culture from our Principal, and to learn more about the courses you're interested in.

You will also get a chance to speak to lots of current BHASVIC students, who can answer all your questions as to what college is really like.

There is no need to book. **Please note there is NO parking on site** and parking is very limited on the roads around BHASVIC. Please use public transport if possible. For Blue Badge holders only – parking spaces are available on a first come first served basis at the front of BHASVIC.

### **December Application Deadline**

December is decision time. Make sure your application is submitted by the first Friday in the month by 5pm to be considered a priority applicant.

If you are still uncertain of exactly which courses you wish to apply for, do not worry – this is fairly normal. Deciding on your three courses is difficult, we know, and there is still time to finalise these at **interview**. The most important thing is to:

1. apply by the deadline
2. enter the courses you are *most likely* to want to study
3. continue to seek advice from your school teachers, parents/ carers, friends, family, careers advisors, etc.
4. remember that your final course choices are *your* decision, not anyone else's
5. let us know at **interview** whether you were uncertain or wish to change any courses

### **Interviews**

If you are a UK student and we've received your application form by the first Friday in December, you will normally be given an admissions interview at the College.

This will be a chance to discuss your intended program of study and future career. To take your current progress into account, we'll ask to see your most recent school report and attendance records.

If we are able to make you an offer, we'll normally do so within two weeks of your interview (although students who are interviewed before Christmas we may not contact you until January). You must accept your offer of a place at BHASVIC within two weeks of receiving an offer letter to continue to be a priority applicant. If we do not receive your acceptance, we will withdraw your application after two weeks.

### **Moving On Day: after GCSE Exams**

Once you have accepted your place at the College, you'll be invited to our Moving On day in late June or early July (as soon as GCSE exams have finished). Here you'll confirm your subject choices and join induction lessons, giving you a taste for college-level learning.

We also run induction evenings for new parents, where they can ask questions and find out more about our guidance and support systems.

## GCSE Results Day

We hope you will receive the GCSE results you're hoping for. However, if there's any doubt we can offer you advice via our Results Advisory Service. Please contact Admissions.

## Enrolment

At the very end of August or beginning of September you will have an enrolment interview to finalise your course structure in readiness for becoming an official BHASVIC student.

Please make sure you have returned from holiday and are available for enrolment, as this enables you to remain a priority applicant for the courses of your choice.

## September Induction

The second week in September is when our full teaching timetable starts. You will begin your time as a BHASVIC student with a thorough induction session, including plenty of opportunities for you to ask questions.

We will ensure that you have everything you need to know to make the best possible start here at BHASVIC.

## Study Programmes, Subjects and Course choices at BHASVIC

**Study Programme:** At BHASVIC your **Study Programme** refers to all of the courses and qualifications combined which you choose to study. A **Study Programme** most commonly involves three single A level or equivalent courses. Some students choose to study four courses and the entry requirements for such a Study Programme are also detailed in the link below.

**Course:** Each qualification you choose is called a **Course** and these are most commonly single courses but can be double or triple courses as well.

## Entry Requirements

Please follow the link on our website to a PDF document of the college's entry requirements appropriate to the year in which you will start studying at BHASVIC. The document outlines:

- Entry requirements for overall **Study Programmes** (Table One)
- Entry requirements for your individual **Courses** (Table Two)

The entry requirements for each course are also available from the individual course page from our **Courses** menu.

## Completing the BHASVIC online application form

The application form goes live usually around the end of September/ beginning of October.

You can complete the form at any time, but to be a priority applicant you must meet the deadline of the first Friday in December.

There is **no advantage** to completing the application form as early as possible – all applicants who apply by the deadline are in a gathered field of applicants. We advise you to complete the form after you have attended one of our Open Evenings, so that you are more certain of your course choices.

The application form is relatively straightforward and self-explanatory. However, what follows is a little guidance to help you complete the form successfully.

### Section 1: Personal Details

Take care to complete this information clearly and in full. Please include your mobile number so that you can receive text updates about your application. If your address or phone number changes, please email Admissions as soon as possible.

We need to know if you have lived outside the UK so that we can decide if you need to pay fees. **If you have lived in the UK for the last 3 years you do not normally need to pay fees.** If you think you will have to pay fees, please contact Admissions as soon as possible.

A Level 3 Study Programme (A levels and BTECs) requires native English or fluency in English if this is not your first language. If English is not your first language, you may be asked to attend an assessment to check you have the required level of English Language for your chosen course.

### **Section 3: Proposed Course**

Please make sure you have carefully considered all the different types of courses that are available to you via our prospectus, website and by attending an Open Evening.

### **Section 4: Current (or more recent) Course**

Please include all the subjects you are currently taking, together with the qualification type (eg GCSE/ BTEC) and length (full or short course) and any qualifications you have already achieved. If you have predicted grades from year 10 exams or year 11 mocks, include them in the 'predicted' column. If you have taken exams early, please tell us the result and the year you took them in the 'achieved' column.

### **Section 5: Additional Learning Support**

It is really important that you tell us if you need any extra support due to a disability, learning difficulty or literacy or numeracy support needs. If you tick yes to this section, we will contact you to discuss your support needs before your course starts. Disclosing information will not be used for admissions purposes and will not affect your place in any way.

### **Section 6: Criminal Convictions**

'Relevant' convictions mean convictions for offences:

1. Against the person, whether of a violent or a sexual nature;
2. Involving the unlawful supply or use of controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking;
3. Arson.

If you tick yes to this section, you will be asked to complete a more detailed confidential form regarding your conviction(s). Having a criminal conviction will not necessarily prevent you from studying at college and we may need to discuss your convictions with you.

If you do not disclose a relevant conviction, then this could result in exclusion or disciplinary action by the college.

### **Section 7: Name of Parent/Carer/Emergency Contact**

Please tell us the full name(s) of your parent(s), guardian(s) or carer(s) together with their current address if different to your own. Please include their work/day and mobile numbers so we can contact them in an emergency and their email address(s). This information is an essential part of your application to the college(s).

### **Section 8: Emergency Contact Information**

Please tell us the name and contact details of your current doctor so that we can contact them in an emergency. If you have any medical conditions which the college needs to be aware of, please include a brief description on the form or enclose a confidential letter.

### **Section 9: Ethnic Origin**

This information is required by the Department of Education for monitoring purposes and will not be used by the colleges for admissions purposes.

## ...and finally

The experience of being a BHASVIC student will be something that you will remember for the rest of your life. Studying here is a rewarding and enriching experience. You will be part of a culture of academic excellence with aspirational standards aimed at securing the best outcomes for you. Our results are testament to this and are consistently some of the best in the country.

At BHASVIC you will be treated as an adult and teachers will work with you as a co-creator of your own learning. You will be taught more than just course content; we will ensure you develop the skills you need to be an independent, lifelong learner with the ability to think for yourself. On top of this, our first-class student services and guidance staff will ensure you are well supported at every step of the way.

Outside of lessons you will be part of a vibrant community with opportunities to engage in a wide range of activities that ensure there is something to suit everyone. We are a stimulating place to be, at an exciting stage of your life! BHASVIC is a contemporary, creative, learning community and we look forward to you being a part of this when you start in September 2020.

A handwritten signature in black ink, appearing to read 'William Baldwin', with a horizontal line underneath it.

William Baldwin – Principal