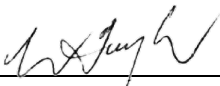


Policy Name	SELECTION AND ADMISSION POLICY
Policy Number	A001_PO_VET (Academic)
Purpose	This policy outlines the principles for the selection of students into Whitehouse Institute of Design, Australia, (Whitehouse) into Vocational Education and Training (VET) courses.
Scope	This policy applies to all applicants for admission into all VET courses, with the exception of VET for Secondary Students courses, delivered by Whitehouse at all of its delivery sites.
Policy Statement	<p>Whitehouse is committed to selection and admission processes that are flexible, fair, valid and reliable.</p> <p>Selection procedures are designed to ensure applicants have met any course entry requirements and to assess their potential to successfully complete the course for which they have applied.</p> <p>Specific consideration is given to Aboriginal and Torres Strait Islander peoples.</p> <p>The same entry requirements and selection procedures are used at all Whitehouse delivery sites.</p> <p>Staff involved in selection decisions comply with the 'Whitehouse Institute of Design Code of Conduct' regarding the disclosure and management of conflict of interest.</p>
Relevant Legislation	<ul style="list-style-type: none"> • Standards for Registered training Organisations (RTOs)2015 • 2016 Higher Education Support Act (2003) • Australia Qualifications Framework (AQF) • Education Services for Overseas Students Act 2000 (ESOS) • Commonwealth Register of International Courses for Overseas Students (CRICOS)
Key Related Documents	<p>VET Selection and Admission Procedure</p> <p>Whitehouse Institute of Design Code of Conduct</p> <p>Recognition of Prior Learning Policy (VET)</p> <p>Recognition of Prior Learning Procedure (VET)</p> <p>Academic Grievance Policy (VET)</p> <p>Academic Grievance Procedure (VET)</p>
Definitions	<p>The following definitions apply for the purpose of this Policy:</p> <p>Entry requirements: the minimum requirements for course entry. Entry requirements may vary from one course or program to another.</p>
Responsible Officer	Academic Director
Approval Authority/ Authorities	<p>Joint Executive Directors</p> <p>Academic Board</p>
Date Approved	17/08/2018

Date of Commencement	17/09/2018		
Date for Review	17/08/2021		
Documents superseded by this Procedure	Admission Policy and Procedure (06/02/2013)		
Amendment History	11/2016 Policy and Procedures separated and HE and VET documentations separated. Updated formatting and minor amendments.		
Signed and dated for Whitehouse Institute Pty Ltd		Les Taylor	17/08/2018
	Signature	Name	Date

INFORMATION FOR PUBLISHING ON POLICY REGISTER	
Category	Academic
Stakeholders	Academic Board Executive Management Academic Staff Administration Staff Applicants to HE Programs Students