

Appendix VII – English Language Entry Requirement



Policy & Procedure Title:

Policy and Procedure for English Language entry requirement for Non- Native Speakers of English

Effective Date	1 st September 2017	Version	3.0
Approved By	Academic Council Governing Body	Date Approved	29 th September 2017 5 th October 2017

Form(s)	Responsibilities/ Owner
	Head of Faculty/Campus
	Vice President for Academic Affairs & Registrar
Superseded or Obsolete Procedures	
Version 02 – Oct 2016 - Policy review to include detail pertaining to Pearson Test of English Academic (PTE)	
Version 01 – June 2014 - Policy review to update legislation reference and	

1. BACKGROUND AND CONTEXT

South East Technological University Carlow (herein referred to as SETU Carlow), welcomes applications from non-native English speaking students who are appropriately qualified for SETU Carlow's full-time and part-time undergraduate and postgraduate programmes. SETU Carlow is committed to ensuring that all students can maximise their learning potential during their time in college and this can only be achieved by ascertaining that their English language skills are at an appropriate level for their studies. The present policy has been developed with this in mind.

Furthermore, this policy supports the goals and objectives contained in the University's Strategic Plan 203-2028. Specifically, this policy is aligned with *Goal 1: Learner Experience and Graduate Attributes (Objective 2)* and *Goal 3: Strategic Collaborations and Partnerships*, of which one of the objectives (*Objective 2*) is to increase SETU Carlow's international student population by increasing learner recruitment from strategically identified international markets and enhancing international strategic collaborations and partnerships

2. PURPOSE AND SCOPE

The purpose of this policy is to define a standard of English language attainment to satisfy the entry requirements to programmes of study at SETU Carlow for applicants whose first language is not English.

Entry Requirements

All students whose first language is not English shall be able to provide evidence that their spoken and written level of English is adequate for the programme for which they have applied. The relevant certified documentation to support this shall be provided as part of the application process.

The required evidence may take the form of either:

1. An approved English language qualification or test result (*see Appendix 1 for list of approved qualifications and test results*). The qualification or test result shall have been awarded no more than two years prior to the proposed date of enrolment,

and / or
2. Substantial education (minimum one academic year) or work experience (minimum eighteen months) conducted through English and undertaken no more than two years prior to the proposed date of enrolment,

and / or
3. Satisfactory completion of an interview process for entry onto the programme,

Note: Applicants for entry onto programmes at SETU Carlow under the Erasmus + student mobility programme are exempt from the provision of evidence described above.

If either unsatisfactory¹ or no evidence of English language competence has been provided with the application, applicants may still be offered a *conditional* place on the programme. This is subject to further English tuition being undertaken and evidence of a certified English qualification being provided before commencement of the programme. This condition shall be clearly indicated on the offer letter and shall be fulfilled before registration can take place.

4. AUTHORITIES AND ACCOUNTABILITIES WITHIN SETU CARLOW

Academic Council

Academic Regulations Committee
International Offices – EU and non
EU Lifelong Learning Department

5. POLICY PROVISIONS

This policy is to be referred to in conjunction with the Student Handbook of Academic Regulations.

6. AUTHORITIES AND ACCOUNTABILITIES

This policy has implications for all students planning to study at SETU Carlow (both full-time and part-time students).

Programme Boards shall also be involved in determining whether or not a particular programme requires a specific level of English competence higher than those outlined in this policy.

7. FREQUENCY OF REVISION

This Policy shall be revised in accordance with SETU Carlow's document review procedures.

¹ In the case where IT Carlow it is not satisfied with the applicant's level of English, it reserves the right to specify that a supplementary English language assessment be taken by the applicant.

APPENDIX 1

ENGLISH LANGUAGE QUALIFICATIONS AND TESTS RECOGNISED BY SETU CARLOW

The following qualifications fulfill the University's *minimum* English language requirements for entry:

English Proficiency Qualifications	Minimum Achievement Level Required for Level 6-8 entry ¹	Minimum Achievement Level Required for Level 9- 10 entry ¹
TOEFL Paper Based Test	550	575
TOEFL Computer Based Test	213	232
TOEFL Internet Based Test (iBT)	79	90
IELTS	5.5 ₂	6.0 ₃
Pearson Test of English Academic (PTE)	50-57	58-64
GCE O-Level English Language	Grade C	n/a
Test of Interactive English (TIE)	B2+	C1
TOEIC	700	730
GCSE English	Grade C	n/a
Cambridge Certificate of Proficiency in English	n/a	Grade C
Cambridge Certificate in Advanced English	Grade C	Grade B
English Test for Academic and Professional Purposes (ETAPP)	B2+	C1
Irish Leaving Certificate	Ordinary Level Grade D	n/a
<ol style="list-style-type: none"> 1. Please note that these are a <i>minimum</i> requirement of English proficiency. Some programmes may stipulate a higher score - these will be indicated on the Approved Programme Schedule of the particular programme. 2. With no less than 5.5 in any one component of the exam. 3. With no less than 6.0 in any one component of the exam. 		

Note 1. In certain circumstances results in examinations other than those outlined above *may* be accepted as proof of competence in the English language. However, the results obtained in such other examinations must indicate competency to one of the standards outlined above. Applicants should check with the International Offices for more details.

Note 2. Please also note that IN ALL CASES the English language certification must have been obtained within TWO YEARS prior to application to SETU Carlow.

Note 3. Visa-required nationals should note that in order to comply with current immigration procedures, results of recent IELTS or TOEFL exams must accompany visa applications. Please see <http://www.inis.gov.ie> for visa requirements.

Note 4. Applicants to the Certificate in Preparation for Higher Education (International Foundation programme) are required to have an IELTS score of 4.5 or equivalent for entry onto that programme