

Cambridge Tutors College

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Admissions Policy

Introduction

The College aims for the highest possible examination results, focussing primarily on academic potential. It offers an environment in which a student can study in small groups, in an international student body and an adult-style atmosphere. Our main aim is preparing students for university, especially for those in the Russell Group of universities which includes Cambridge, Oxford, Imperial College London, the London School of Economics and University College London.

The College welcomes boys and girls, day and boarding (homestay), from the age of 15. It is non-denominational and welcomes students from a full range of backgrounds, ethnic, linguistic, cultural and religious. The Principal has the responsibility for admitting students and the College assesses in advance whether a prospective student can cope with and benefit from its curriculum.

Entrance at 15+

The College admits a small number of students onto a one-year intensively taught GCSE course. This includes some students wishing to re-sit as well as some first-timers and the normal maximum number of subjects is five, two of which are normally English Language and Mathematics.

Entrance at 16+

Most students enter the AS/A2 programme, either the two-year course starting in September or the 18-month course starting in January. Entry to either programme is open to students who have passed 5 GCSE subjects (or equivalent) at grades A or B. Overseas students must have achieved a satisfactory level of English in order to qualify and they are routinely tested if there is no evidence of this, using one of the College's own tests. In all cases the College requests a report from the student's former school in addition to other evidence of academic achievement.

Entrance at 17+

Students join the AS/A2 programme (as above).

Application Process

Students who wish to join the College are invited to complete an application form and to send it, with accompanying documentation, to the College. We will reply, sending an offer of a place, if appropriate, which may be conditional upon satisfactory examination results being obtained. A parent /guardian must then sign and return the acceptance documentation, together with a registration fee and, in the case of overseas students, a

deposit. Upon receipt, we send a letter confirming our offer. Where appropriate, a visa letter is also sent.

Policies on each of the following are available on request. Many of them can also be viewed on the College's website:

Academic Integrity
Accessibility
Alcohol, Tobacco and Prescribed Medications
Anti-Bullying - <i>a short version appears in the Student Planner</i>
Arrangements for the Supervision of Students
Assessment and Recording
Behaviour, Discipline and Exclusions - <i>a short version appears in the Student Planner</i>
Bursaries Policy
Child Protection
Complaints Procedure- <i>Parents may request the number of complaints registered under the formal policy during the preceding college year</i>
Curriculum
Drugs and Substance Abuse
Emergency Communication Procedures
Equal Opportunities
Examinations
Fire Risk Assessment, Policy and Procedures
First Aid
Health & Safety
Health & Safety of Students on Educational Visits – <i>parents and guardians are asked to give permission for students to take part in visits</i>
Homestay System
ICT Acceptable Use
Integration
Medicines Storage and Handling
Mobile Phone Acceptable Use
Pandemic Diseases
Prescribed Medications
Public Benefit
Use of Restraint

The website also provides details of examination results.

A full staff list is printed in the College Prospectus.