

ADMISSIONS POLICY

Introduction

At Cambridge Tutors College we aim for the highest possible examination results, focussing primarily on academic potential. Our admissions policy reflects an environment in which a student can study in small groups, in an international student body and with an emphasis upon preparation for higher education and adult life. At Cambridge Tutors College, our main aim is preparing students for university, especially for those in the Russell Group of universities (a group of 24 top research 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 or our boarding house), from the age of 14. 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 according to the admissions policy and the College assesses in advance whether a prospective student can cope with and benefit from its curriculum.

Entrance at 14+

Here at Cambridge Tutors College, we admit 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 number of subjects is six, two of which are normally English Language and Mathematics. This is not a prescriptive number as the individual needs of each student is separately assessed by the College prior to entry.

The Pre Sixth 2 year GCSE course allows students to take a more intensive English language course and GCSE Mathematics before proceeding to GCSEs in year 2. In addition to the compulsory elements, students will choose a pathway from Science and Engineering, Architecture and Creative Arts or Economics, Business and Social Sciences.

We discuss the requirements for each student on an individual basis, tailoring each course at whatever level to the needs of the individual.

Compulsory School Age Students

The College runs a specific programme provided for students who join the College prior to their sixteenth birthday (Compulsory School Age Students). Two additional lessons are given every week. PE (Physical Education) and PSHE (Personal, Social and Health Education).

Entrance at 16+

Most students enter the A Level 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 A Level programme (as above).

NCUK Foundation Course

The College has 2 intake points for the NCUK Foundation course for International students aged 17 years and over who qualify for this programme. September, for the one year programme and January for a fast track 6 month course. Successful passing of this course guarantees entry into a degree course in one of the participating NCUK Universities.

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 deposit. Upon receipt, we send an acceptance letter confirming our offer. Where appropriate, all relevant documents are sent in order for an international student to obtain a Tier 4 visa.

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

- Academic Integrity
- Accessibility
- Access to College Premises by People Outside the College
- Alcohol, Tobacco and Prescribed Medications
- Anti-Bullying - a short version appears in the Student Planner
- Arrangements for Searching Students and Their Possessions
- Arrangements for the Supervision of Student
- Assessment and Recording Behaviour
- Discipline and Exclusions - a short version appears in the Student Planner
- Bursaries Policy
- Child Protection
- Complaints Procedure
- 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 – parents and guardians are asked to give permission for students to take part in visits
- Homestay System
- ICT Acceptable Use
- Integration
- Medicines Storage and Handling
- Mobile Phone Acceptable Use
- Pandemic Diseases
- Policy to Control Student Access
- Prescribed Medications
- Public Benefit
- Use of Restraint
- Withdrawal from EFL lessons

The website also provides details of examination results.
A full staff list is available in the College Prospectus and on the website.

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