



University of
Salford
MANCHESTER

Admissions Policy

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1. Scope

- 1.1. This Admissions Policy (policy) applies to:
 - All applicants and offer holders (reference to applicants always includes prospective applicants and offer holders within this policy) for undergraduate, postgraduate (taught and research), apprenticeships, and pre-sessional courses being delivered by the University of Salford (the University).
 - All modes of study and all courses regardless of location, including study delivered via collaborative partnerships.
 - Applicants who have applied for non-credit bearing courses.
 - The 2027/28 entry year.
- 1.2. This policy is a public document and has been created to support applicants as they navigate the various phases of the application process.
- 1.3. All members of staff involved in the recruitment, selection and admission of students to the University are expected to comply with this policy.

2. Collaborative partnerships

- 2.1. The University works collaboratively with partner organisations to deliver courses both in the UK and overseas.
- 2.2. A formal, written agreement between the University of Salford and the partner institution specifies how responsibilities are managed for the recruitment, selection and admission of students. As part of the Collaborative Provision Policy and approvals at the University, each partner is asked to complete a policy matrix, which confirms whether University or partner policies are to be used to form the Academic Handbook. Further information is available at: www.salford.ac.uk/governance-and-management/academic-handbook

3. Principles

- 3.1. The University aims to select students who:
 - have the potential to benefit from the academic opportunities offered;
 - will contribute to the challenging and thriving learning environment that exists at the University; and
 - will make positive contributions to the wider University community.
- 3.2. This policy should be read in conjunction with the University's [Academic Regulations Taught Programmes and Academic Regulations Research Programmes](#), and specifically the section entitled: Admission of Students.
- 3.3. This policy is underpinned by the [University of Salford Strategy 2025 - 2030](#). As the University's purpose is to enrich lives, widening participation alongside equity, diversity and inclusion is integral to our strategic aims.
- 3.4. The University's [Access and Participation Plan](#) sets out how the University will sustain and improve equity of opportunity for underrepresented student groups to access, succeed in and progress from higher education.
- 3.5. Through all our recruitment and admissions activities, we are committed to ensuring that no prospective or existing student is treated less favourably on the grounds of

age, race, colour, nationality, ethnic origin, faith, disability, sexual orientation, gender, gender-reassignment, marital or parental status, political belief or social or economic class, as outlined in our [Equity, Diversity and Inclusion \(EDI\) Statement of Ambition](#).

4. Roles and responsibilities

- 4.1. All members of staff with responsibility for admitting students are given appropriate training and guidance in order to fulfil their roles competently, including interview and selection techniques, inclusivity, diversity and disability awareness. In- depth guidance is also provided in light of any national changes or institutional changes to admissions policy or procedures.

Marketing, Student Recruitment and Admissions

- 4.2. Marketing, Student Recruitment (both UK and international) and Admissions teams work closely with academic faculties, support services across the University and external third-party providers to ensure the delivery of a fair, effective and professional recruitment and admissions service.
- 4.3. The teams are specifically responsible for:
- Developing and delivering co-ordinated processes to ensure that a quality service is provided to individuals from first enquiry to registration
 - Developing and managing an enquiry and information service to provide consistently excellent information and advice to potential students, supporters and other stakeholders
 - Providing a high-quality education liaison service to key feeder schools and colleges
 - Overseeing the production of recruitment and admissions materials to ensure they are accessible, accurate, appropriate and compliant with any external body requirements
 - Ensuring course information and details are listed accurately via the university course finder pages and other course listing platforms (e.g. UCAS)
 - Managing the application process, including ensuring all required information is provided, assessing tuition fee status, arranging interviews, ensuring all decisions are made in accordance with agreed criteria and protocols, and undertaking agreed quality assurance measures
 - Delivering consistently excellent advice on admissions processes to enquirers, applicants, relevant third parties and University staff
 - Disseminating information on changes and developments in the sector which affect recruitment and admissions, including good practice
 - Providing training for all staff with recruitment and admissions responsibilities in policies, processes and procedures
 - Monitoring, analysing and reporting on applications and acceptances to the University
 - Providing feedback to unsuccessful applicants.
- 4.4. Admissions has delegated authority to make admissions decisions on behalf of the University for the majority of undergraduate and postgraduate taught applications.

Admissions Tutors / Programme Leads

- 4.5. Each course has a nominated academic Admissions Tutor or Programme Lead who supports recruitment and admissions activity for that course and reports, through the relevant local admissions structure, to the Director of Admissions. This includes:
- working closely with Student Recruitment and Admissions to develop and implement appropriate, fair and consistent entry criteria and admissions processes
 - providing key information about courses and their content to ensure that the course enquiry service is accurate, detailed and professional
 - supporting student recruitment and engagement activities in schools and colleges
 - conducting interviews or auditions, making assessment decisions where required and recording reasons for the outcome, and providing feedback as appropriate
 - providing expert opinion on non-standard applications and in those instances where it has been agreed that decisions will be referred to them
 - where applicable, assessing an applicant's professional suitability in relation to courses that are regulated by Professional, Statutory and Regulatory Bodies (PSRBs)
 - supporting events on campus (e.g. Open Days, Offer Holder Days, etc.)
 - supporting confirmation and clearing activities and other conversion events.

5. Information for enquirers, applicants and their advisors

- 5.1. The University is committed to providing pre-entry information that is accurate, relevant, current and easily accessible to enable prospective students to make informed choices and decisions, and to comply with advice from the Competition and Markets Authority (CMA). Applicants should always refer to our [course finder](#) for the most up-to-date information.
- 5.2. Whilst every effort is made to ensure that information provided is fair and accurate when published, changes may sometimes be made following publication. Prospective applicants should refer to the University's website for the most up-to-date information about course content, entry criteria, University processes and financial matters.
- 5.3. The University recruits and selects students by:
- working with schools and colleges, teachers, agents, employers and advisers to provide information and advice for learners that will help them to make the best and most informed choices for their future
 - participating in activities to promote the University and its courses, including open days, higher education fairs and outreach events
 - encouraging applications from a wide range of educational, social and cultural backgrounds and delivering programmes of activity that widen access to higher education and the University
 - providing clear and transparent admissions information to prospective applicants and offer holders
 - operating a fair and effective admissions process
 - ensuring the consistent application of this policy across the University.

6. Entry requirements

- 6.1. The University's typical academic entry requirements for each course are reviewed annually and published via our [course finder](#).
- 6.2. Applications are considered individually and holistically and meeting typical entry requirements does not therefore automatically guarantee an offer of admission. The University reserves the right to reject otherwise suitably qualified applicants when courses are oversubscribed.
- 6.3. For partner students the entry requirements are approved during the approval of the partnership agreement and contained in the contract between the parties. If amended, they will be updated accordingly within the contract.

Academic requirements

- 6.4. The University considers a wide range of UK and international qualifications for entry and applicants can be assured of flexible and individual consideration of their qualifications profile.
- 6.5. The University determines the equivalence of non-UK qualifications using the advice provided by organisations such as UCAS and the UK National Information Centre (UK ENIC), as well as internal guidance based on our experience of a qualification's suitability as a preparation for study at both undergraduate and postgraduate level. Further details relating to specific country qualification equivalences is available at: www.salford.ac.uk/international/your-country-or-region.

Undergraduate courses:

- 6.6. For undergraduate entry, the University considers a range of level 3 qualifications e.g. A-level, BTEC, and T-Level, as a means for applicants to demonstrate that they have the pre-requisite knowledge and skills required to undertake degree level study.
- 6.7. Offers are normally expressed in UCAS tariff points, with specific qualifications stated, though specific grades may be required for some courses.
- 6.8. The University also requires all applicants to have a minimum level of literacy and numeracy, at least Grade C or 4 in both GCSE English and GCSE Mathematics or equivalent. In certain instances, the University reserves the right to waive these requirements where appropriate.
- 6.9. For prospective undergraduate students who may not meet the traditional entry requirements referred to above we will consider Accreditation for Prior Learning (APL). Further information is available at: www.salford.ac.uk/askus/admin-essentials/accreditation-of-prior-learning

Postgraduate taught courses:

- 6.10. Applicants should normally possess at least a lower second class (2ii) honours degree (or equivalent alternative or international qualification). However, some courses require higher academic or additional entry requirements so applicants must always refer to the respective individual course requirements.
- 6.11. For prospective postgraduate students who may not meet the traditional entry requirements referred to above we may also take into consideration relevant experience, professional membership or other professional qualifications. These

applications will be reviewed on a case-by-case basis and subject to further assessment by the relevant academic programme lead.

Postgraduate research courses:

- 6.12. For admission to MPhil, PhD or Masters by Research courses, applicants will be expected to have a first degree, normally an upper second class (2i) honours degree (or equivalent alternative or international qualification) in a relevant subject, or a relevant postgraduate master's qualification (or equivalent).

English language requirements

- 6.13. All applicants to the University whose first language is not English are required to show evidence of the level of their proficiency in the English language.
- 6.14. As a general guide we expect the below minimum English language requirements, however there are exceptions (e.g. for courses regulated by PSRBs) and applicants are advised to check the specific English language entry requirements via the course finder:
- Pre-sessional English - we require IELTS Academic 4.5 (with a minimum 4.0 in each component) or equivalent
 - International Foundation Year – we require IELTS Academic 4.5 (with a minimum 4.5 in each component) or equivalent
 - Undergraduate courses - we require IELTS Academic 6.0 (with a minimum 5.5 in each component) or equivalent
 - Postgraduate taught courses - we require IELTS Academic 6.0 (with a minimum 5.5 in each component) or equivalent
 - Postgraduate research courses - we require IELTS ACADEMIC 6.5 (with a minimum of 6.0 in each component). For postgraduate research courses that are based in the subject areas of business, law, etc. we require IELTS ACADEMIC 7.0 (with a minimum of 6.5 in each component).
- 6.15. English language test scores will normally only be considered valid if achieved within two years of the start date of the proposed course and if they are still within the verification period of the test provider at the point of assessing the application.
- 6.16. Where more than one piece of evidence of English language proficiency is provided in support of an application, we reserve the right to consider only the most recent evidence.
- 6.17. Alternative evidence of English Language ability: Postgraduate applicants for whom English is not their first language but who have successfully followed or are currently following a full-time university degree-level course of a minimum of one year's duration in the UK or other majority English speaking country may be exempt from the English language requirement. The previous study must normally have been completed within two years of the proposed course's start date.
- 6.18. Where appropriate the University may allow an undergraduate or postgraduate applicant who does not meet the English language requirement to undertake a Pre-sessional English language course. In such a case, successful completion of the pre-sessional course will be used as evidence to satisfy the English language requirement.

- 6.19. Where appropriate the University may consider other evidence of English language ability for non-Student Route visa students which it deems to indicate a level of ability equal to the minimum requirements as set out above.
- 6.20. The University reviews its English language entry requirements on an annual basis to ensure rigorous academic standards are maintained and are in line with any change in UK government legislation. On occasion we may amend our English language requirements during the admissions cycle with regards new English language tests being deemed appropriate.
- 6.21. Further details relating to English language requirements is available at:
www.salford.ac.uk/international/english-language-requirements.

References

- 6.22. Applicants to undergraduate courses are required to submit one academic reference as part of their UCAS application.
- 6.23. Applicants to postgraduate taught and research courses who graduated from a degree-level course within the previous three years will be asked to provide one academic reference as part of their application. Academic references will be required for courses where there is a statutory or third-party requirement, where there are exceptional circumstances to be considered, where in borderline cases they could be deemed beneficial, or where there is a requirement to demonstrate previous work in a particular field or to demonstrate extent of experience. For applicants who graduated from their degree-level course more than three years ago, alternative professional references will be considered (e.g. from employers or a senior member of a voluntary organisation etc.).
- 6.24. In some circumstances, a second reference may be required e.g. if we receive a character reference and require additional information to assess an applicant's suitability for the course.
- 6.25. In other circumstances, we may decide to waive the requirement for a reference.

Non-academic requirements

- 6.26. There are additional non-academic requirements for applicants to subjects allied to medicine (which includes nursing and midwifery), and social work. Disclosure and Barring Service (DBS) checks are managed by our partner company Atlantic Data.
- 6.27. Additional applicable entry requirements such as Disclosure and Barring Service requirements, Overseas Police Checks, safeguarding expectations and Fitness to Practise requirements (including being of good health and character) are detailed on respective course pages.

7. How applications are assessed

Selection principles

- 7.1. The University is committed to fair admissions and considers applications on a case-by-case basis, assessing both ability and suitability for the course that has been applied to. The University considers past and predicted academic achievements as well as other evidence of ability, skills, interests, motivation and potential.

- 7.2. The University's processes are designed to lead to the selection of students who can be expected to complete their studies successfully.
- 7.3. Formal decisions are made by trained University staff across academic faculties and the Admissions team. In order to ensure fairness and consistency in decision making, all decisions are reviewed and authorised by Admissions.

Assessing applications

- 7.4. All applications are assessed individually and holistically. In assessing the ability and suitability of applicants, the following information as provided in the application form and supporting documentation may be considered:
- achievement in awarded or partially complete qualifications
 - predicted achievement in qualifications yet to be awarded
 - personal statement/statement in support of the application/CV
 - evidence of relevant work experience (selected courses only)
 - academic/professional references
 - sample of written work, portfolio submission, or evidence of professional experience (selected courses only)
 - research proposal (for postgraduate research courses)
 - contextual information (as referenced in the offer making approaches section below).

Taught courses

- 7.5. In addition, some undergraduate and postgraduate taught courses may require applicants to participate in an interview, audition or other assessment as part of the selection process.

Research courses

- 7.6. Applications for research courses will only be considered where an appropriate supervisor(s) and resources are expected to be available for the duration of the normal period of study.
- 7.7. A decision to admit a student will be based on an interview and normally involve at least two members of academic staff. As part of the interview process, applicants may be required to give a presentation, performance or other. If required, this will be detailed in the interview invitation.
- 7.8. Postgraduate Research applicants should not use generative AI to write any aspect of their application. Any such use may invalidate their application and lead to the withdrawal of an application or offer. Please see the section below relating to the 'Use of Artificial Intelligence (AI)'. Further information is available at: www.salford.ac.uk/sites/default/files/2026-05/generativeaipolicy.pdf
- 7.9. Further information and guidance in relation to writing a research proposal is available at: www.salford.ac.uk/postgraduate-research/guidance-on-writing-a-research-proposal

8. Applicants who have exceptional circumstances

- 8.1. If any applicant feels that any disability, long-term health condition, other personal circumstance (e.g. bereavement, or other difficult home or family circumstances) or any other event may have affected their previous education, or grades received in past

examinations, or other application assessment criteria (e.g. interviews/auditions) then they are encouraged to share this information to support their application.

- 8.2. We will take into account whether exceptional circumstances have already been considered by the appropriate examination board and therefore may not consider exceptional circumstances that have already been accommodated.
- 8.3. All formal notifications of exceptional circumstances which are supported by a full declaration about the nature of the circumstances will be considered as part of the admissions process and may be considered when making an offer where the University considers it appropriate to do so.
- 8.4. Where it is not possible to make an adjusted offer, we may consider circumstances further at the point we receive results if an applicant fails to achieve the academic requirements of our original offer.

9. Keeping applicants informed

Communicating with applicants

- 9.1. The University recognises the importance of keeping applicants informed throughout the application process. Key updates are provided throughout the admissions cycle and may be communicated either directly by the University, or through UCAS.
- 9.2. Communications include, but are not limited to:
 - acknowledgement of application receipt
 - confirmation that a decision has been made
 - invitation to an interview (where applicable) or offer holder visit day
 - confirmation of any conditions required for admission if an offer has been made
 - confirmation of reasons for rejection if an application has been unsuccessful
 - confirmation of admission where all conditions have been satisfied
 - A wide range of additional information relating to student life and experience such as accommodation, student finance, commuting and course-related communications
 - information relating to student visas, Confirmation of Acceptance for Studies (CAS), credibility assessment and Academic Technology Approval Scheme (ATAS) requirements (where applicable) for international students
 - welcome and registration information.
- 9.3. Where applicants have agreed to receive additional communications, we may also provide information about events, activities and opportunities at the University which we think might be of interest and value to them.

10. Applying

How and when to apply

Undergraduate courses:

- 10.1. Applications to undergraduate degree courses at the University are made through UCAS. The University observes the rules and procedures laid down by UCAS.
- 10.2. More information about applying through UCAS and application deadlines can be found at: www.ucas.com/applying

- 10.3. For certain undergraduate courses we also welcome direct applications from prospective students or their agents. Further information about applying directly is available at: www.salford.ac.uk/undergraduate/apply

Postgraduate courses:

- 10.4. Applications to postgraduate courses are normally made directly to the University via our online application service. Further information about applying is available at:
- Postgraduate taught courses - www.salford.ac.uk/postgraduate-taught/how-to-apply
 - Postgraduate research courses - www.salford.ac.uk/postgraduate-research/apply
- 10.5. In some instances, we may need to close courses earlier than advertised due to demand, and this can vary from cycle to cycle. Further information concerning application and meeting conditions deadlines is available at: www.salford.ac.uk/international/application-deadlines

English Language Pre-sessional Courses:

- 10.6. Foundation, undergraduate and postgraduate offer holders with an English language condition can apply for a pre-sessional English course to enable them to meet their language condition. Further information is available at: www.salford.ac.uk/courses/pre-sessional/pre-sessional-english

Other application routes:

- 10.7. MA in Social Work, and MArch in Architecture - applications to these courses are made through UCAS. Further information about applying through UCAS and application deadlines can be found at: www.ucas.com
- 10.8. Single modules – applications to these courses are made directly to the University. Further information on how to apply can be found at: www.salford.ac.uk/undergraduate/apply
- 10.9. Apprenticeship courses - further information on the apprenticeship courses offered, eligibility criteria and how to apply can be found at: www.salford.ac.uk/apprenticeships/apprenticeships-for-students
- 10.10. Collaborative partnership courses - the partner working with the Admissions team will support the registration of students onto partnership courses.

11. Time taken to consider an application

- 11.1. The University aims to consider applications and make decisions as quickly as possible.

Undergraduate including certain Postgraduate courses (MArch in Architecture and MA in Social Work)

- 11.2. The University respects the UCAS application deadline for guaranteed equal consideration. For highly subscribed courses, and to ensure fairness in decision-making, decisions may not be made until after the equal consideration deadline has passed.

Postgraduate courses

- 11.3. The University aims to respond to complete applications within two weeks of submission, though for some courses and at peak times, or if additional information is required, applicants may have to wait longer for a response. A response may constitute an offer or invitation to interview.

12. Types of offers for successful applicants

- 12.1. Decisions on applications will be communicated to the applicant by email, and for UCAS applications via UCAS Hub.
- 12.2. Successful applicants will receive a formal offer of admission from the University together with the University's Terms and Conditions which are available at: www.salford.ac.uk/student-terms-and-conditions
- 12.3. The offer of admission will either be:
- *Conditional* on the basis of qualifications or other requirements yet to be completed or met, or
 - *Unconditional* meaning that all necessary requirements for admission have been met.
- 12.4. Unconditional offers will only be applied where an applicant has already obtained the required grades / qualifications or have been assessed in another way (e.g. via interview, audition or submission of a portfolio), or based on special consideration given to exceptional circumstances. We will not make unconditional offers to any applicants yet to complete their Level 3 (or equivalent) qualifications.
- 12.5. In certain circumstances unconditional offers will be made subject to non-academic conditions still needing to be met (e.g. PSRB requirements such as a Disclosure and Barring Service (DBS) check and Occupational Health assessment, and similarly for applicants requiring a Student visa paying a deposit would be required).

13. Undergraduate offer-making approaches

Typical offers

- 13.1. A typical offer reflects the fact that an applicant's predicted grades meet the standard tariff point requirements for the course applied for.

Aspirational offers

- 13.2. When reviewing applications, we use an applicant's predicted grades as one of the criteria we consider when making offers, but we know that these are not always a reflection of true potential.
- 13.3. In response to this, we will generally make a typical offer wherever possible to applicants whose predicted grades are up to two grades less than our typical tariff entry criteria, depending on the course. Our offers will always be at the typical level (excluding any contextual or civic offer amendments – see below).

Civic offers

- 13.4. The University is proud to be part of the Salford community, and to recognise this applicants whose home postcode is a Salford postcode will be eligible for a lower offer.

13.5. Civic offers are up to 16-points (two grades) below our typical entry requirements and are available to full-time undergraduate applicants who:

- live in the United Kingdom AND
- have applied via UCAS AND
- have been assessed as paying home tuition fees AND
- have a Salford home postcode.

13.6. Eligible Salford postcodes (derived from the Office for Students postcode dataset published on 5 February 2026) are prefixed with: M3, M5, M6, M7, M8, M17, M27, M28, M29, M30, M38, M44, M50, and M60.

13.7. Applicants studying three A-levels, a BTEC Extended Diploma, or an A level/BTEC combination will be considered. Other qualifications, such as T Levels, are not currently included, but our policy is reviewed annually.

13.8. Applicants who meet these criteria are not guaranteed to receive an offer and will be considered as detailed within the 'How applications are assessed' section.

13.9. Civic offers may still detail subject specific requirements, and other non-academic conditions (e.g. attending an interview, submitting a portfolio, meeting additional requirements as required by external / professional bodies, etc.).

13.10. Where an applicant is eligible for both a contextual (see below) and civic offer the contextual offer will take precedence.

Contextual offers

13.11. To gain a full understanding of a UK undergraduate applicant's achievements and ability, the University considers the context of an applicant's socio-economic and educational experiences. Consideration of contextual data allows us to look at more than exam results in the application process and to gauge whether applicants have the potential to succeed at university.

13.12. We receive a range of contextual data for undergraduate applications submitted through UCAS. This information includes school or college type and performance, socioeconomic information relating to home postcode area, indexes of deprivation within the applicant's local area, eligibility for Free School Meals (FSM), an indication of experience of local authority care, and asylum seeker / refugee status.

13.13. We use the additional contextual data provided by UCAS via their Modernised Contextual Data Service (MCDS) provision. This information is aggregated into two Multiple Equality Measure (MEM) categories and broken down further into five groups with Group 1 including students least likely to enter higher education and Group 5 students being the most likely to enter higher education.

13.14. MEM 1 includes the following criteria:

- Participation of Local Areas (POLAR4) quintile – an indicator for the proportion of students participating in higher education based on home postcode
- Index of Multiple Deprivation (IMD) rank - an indicator which considers seven factors relating to deprivation and education based on home postcode
- School type – based on school attended – either comprehensive, selective, modern, or independent.

13.15. MEM 2 includes the following criteria:

- Participation of Local Areas (POLAR4) quintile – an indicator for the proportion of students participating in higher education based on home postcode
- Income Deprivation Affecting Children Index (IDACI) – an indicator that identifies the proportion of children living in low-income families within the local area
- Free School Meals (FSM) – eligibility for free school meals at the end of Year 11 and / or six years prior to this point
- Independent / state school indicator.

13.16. Contextual offers are up to 16-points (two grades) below our typical entry requirements and are available to full-time undergraduate applicants who:

- live in the United Kingdom AND
- have applied via UCAS AND
- have been assessed as paying home tuition fees AND
- are in Group 1 of MEM 1 OR
- are in Group 1 of MEM 2 OR
- care experienced (spent any amount of time in care at any point in their life) OR
- are seeking sanctuary (seeking asylum or have been granted refugee status by the UK government).

13.17. Please note that this process only applies where the UCAS application includes the required information.

13.18. Applicants studying three A-levels, a BTEC Extended Diploma, or an A level/BTEC combination will be considered. Other qualifications, such as T Levels, are not currently included, but our policy is reviewed annually.

13.19. Applicants who meet these criteria are not guaranteed to receive an offer and will be considered as detailed within the 'How applications are assessed' section.

13.20. Contextual offers may still detail subject specific requirements, and other non-academic conditions (e.g. attending an interview, submitting a portfolio, meeting additional requirements as required by external / professional bodies, etc.).

13.21. Further details about our approach to UK undergraduate contextual offer making are available at: www.salford.ac.uk/undergraduate/contextual-offers

Alternative course offers

13.22. We may decide that we are unable to offer admission to the original course applied to but we are able to make an offer for an alternative course either at the point of offer or upon receipt of final results.

13.23. In this situation, and where possible, we will automatically make an offer to an alternative similar course or associated foundation course.

14. Feedback for unsuccessful applicants

14.1. The University is committed to providing feedback to applicants who have not been offered a place.

14.2. Applicants wishing to request additional feedback may contact the respective admissions team in writing by email. Applicants are encouraged to request feedback

within 14 days of receiving notification of their unsuccessful application to ensure that it is relevant and useful.

- 14.3. The University aims to respond to requests for feedback within 20 working days of receipt of a request.

15. Applicant responses

Responding to offers and response deadlines

- 15.1. Prior to accepting an offer of a place, all applicants should take note of the University's Terms and Conditions which are provided with the offer letter, and are available at: www.salford.ac.uk/student-terms-and-conditions
- 15.2. UCAS applicants should respond to their offers via UCAS Hub. Response deadlines will be notified via UCAS Hub.
- 15.3. Applicants applying directly to the University should respond to their offers via the University of Salford applicant portal.

16. Confirmation of a place

Meeting conditions

- 16.1. If an applicant who has received a conditional offer fulfils the conditions of the offer as specified, or if the University exercises its discretion to accept an applicant in a case where conditions have not been met, then the applicant's place will be confirmed. Confirmation will be provided either via UCAS Hub (UCAS applications), or by email (direct applications).

Deadlines for satisfying offer conditions

- 16.2. All conditions must be met before an applicant will be able to register as a student of the University. The last date of enrolment is advertised each year at: www.salford.ac.uk/welcome/registration

Undergraduate applications

- 16.3. Undergraduate applicants must normally meet their conditions of offer by 31 August of the application cycle in which the application has been submitted, including applications for deferred entry.
- 16.4. Where results are received after 31 August, we may be able to confirm places depending on availability; however, this is not always possible. Applicants should ensure that we receive all the results upon which their offer is based by 31 August to ensure that we are able to process them and, if appropriate, confirm the applicant's place.
- 16.5. This also applies to applicants to the MArch in Architecture and the MA in Social Work which are managed through UCAS.

Postgraduate applicants

- 16.6. There are normally no fixed deadlines by which conditions of offer must be met for postgraduate applicants, except where an applicant requires a Student visa we will publish recommended dates by which documents need to be submitted by.

- 16.7. However, where a course is oversubscribed places will be confirmed on a first-come, first-served basis. Applicants are therefore strongly recommended to meet their conditions of offer as soon as possible. Further information about meeting conditions of offer deadlines is available at: www.salford.ac.uk/international/application-deadlines
- 16.8. If the applicant's chosen course is full when meeting the conditions of their offer, they will either be automatically offered the next available intake for that course, or an alternative course, or offered a refund of their deposit where applicable.

Student visa applicants

- 16.9. Applicants who require a Student Route visa must have fulfilled all of the conditions of their offer and must have applied for a CAS and met any additional CAS requirements by the advertised CAS request deadline. Further information relating to the respective CAS request deadline for each intake point can be found at: www.salford.ac.uk/international/application-deadlines

17. Applicants with a disability

- 17.1. The University welcomes applications from applicants with a disability or long-term health condition or specific learning disability. Such applicants will be considered against the same criteria as all other candidates.
- 17.2. Applicants are encouraged to declare this information in their application, but this is not considered by the staff assessing their application. If an offer is progressed, information relating to an applicant's disability or long-term health condition will be subsequently shared with the University's Disability Inclusion Service. Any disability disclosure will be dealt with confidentially and sensitively.
- 17.3. Applicants who choose not to disclose their disability or long-term health condition at the point of application or to assessors will be provided with other opportunities to disclose such information later in the process.
- 17.4. In certain circumstances, courses may require applicants to demonstrate minimum core skills or competencies that are essential to the academic or professional requirements of the course (competence standards). The University will consider reasonable adjustments to the way in which these competencies are assessed or demonstrated. However, where an applicant is unable to meet the required competence standards, even with appropriate reasonable adjustments, it may not be possible for them to undertake the course. In such cases, the University will work with the applicant to identify suitable alternative courses.
- 17.5. Some courses, for example nursing, midwifery, social work and other allied health professions, might have restrictions set by the Professional, Statutory and Regulatory Body (PSRB) which may limit entry onto some of these courses for individuals with specific disabilities or long-term health conditions.

18. Fitness to practise

- 18.1. Students on some courses will be subject to the University's Fitness to Practise requirements; these normally relate to courses leading to professional registration, license to practice, or placements involving responsibility for the safety and wellbeing of others.

- 18.2. The University has a responsibility to students, placement providers, service users, employers, Professional, Statutory and Regulatory Bodies (PSRBs), and the wider public to ensure that applicants admitted to such courses can meet the professional standards, conduct requirements, and competence standards associated with their chosen course.
- 18.3. Applicants to courses subject to Fitness to Practice requirements may be required to satisfy additional professional suitability requirements as part of the admissions and registration processes.
- 18.4. Admissions decisions will be made fairly, proportionately, and on an individual basis. In assessing professional suitability, the University may consider information relating to an applicant's conduct, professional history, previous study, professional registration history, occupational health advice, criminal convictions, and any other information relevant to the requirements of the course.
- 18.5. Applicants may be required to complete a Fitness to Practice self-declaration and provide any additional information reasonably required by the University in order to assess their suitability for the course.
- 18.6. The Fitness to Practice self-declaration may require applicants to disclose matters including, but not limited to:
- Previous professional study;
 - Current or previous professional registration;
 - Fitness to Practice proceedings;
 - Disciplinary findings or sanctions;
 - Exclusions or removals from courses of study;
 - Suspensions or removals from professional registers;
 - Misconduct investigations;
 - Criminal convictions or relevant ongoing investigations; and
 - Matters relevant to occupational health or professional suitability requirements.
- 18.7. Offers for courses subject to Fitness to Practice requirements may be conditional upon the satisfactory completion of additional checks and assessments. These may include Occupational Health assessments, Disclosure and Barring Service (DBS) checks, professional suitability assessments, character declarations, placement-provider requirements, and any other requirements specified by the University or relevant PSRBs.
- 18.8. Occupational Health assessments and other Fitness to Practice requirements must normally be satisfactorily completed before registration. The University reserves the right to delay, defer, or refuse registration where required checks have not been completed or where further consideration of an applicant's suitability is required.
- 18.9. The University welcomes applications from disabled applicants and applicants with long term health conditions. Where a disability, long term health condition, or support requirement is disclosed, the University will consider reasonable adjustment and available support in accordance with its legal obligations.
- 18.10. Where additional support arrangements, reasonable adjustments, or other measures are identified as necessary to enable participation on a course subject to Fitness to Practice requirements, applicants may be required to actively engage with relevant

University services prior to registration to allow appropriate arrangements to be considered and, where reasonable and practicable, implemented.

- 18.11. Where an applicant is unable to meet the competence standards or professional requirements of a course, even after consideration of reasonable adjustments and available support, the University may withdraw an application or offer, refuse registration, or where appropriate offer admission to an alternative course.
- 18.12. In relation to courses regulated by external bodies, it is the responsibility of the applicant to disclose any previous professional study or professional registration, whether complete or incomplete, at the point of application and throughout the admissions process where relevant information becomes available.
- 18.13. The University reserves the right to refuse admission, withdraw an application or offer, or refuse registration where information received indicates that an applicant may not be suitable for the course. This may include previous Fitness to Practice findings, disciplinary sanctions, exclusions from a professional course, removal or suspension from a professional register, or ongoing investigations that are relevant to professional suitability. For prospective students applying through UCAS, where detail of the declaration leads to the withdrawal of any offer, the University will report its actions to UCAS. The University may also report its findings to other authorities e.g. law enforcement or government organisations.
- 18.14. Applicants are required to provide complete, accurate, and truthful information throughout the admissions process. Failure to disclose relevant information, provision of false or misleading information, omission of material facts, or failure to complete required declarations may result in withdrawal of an application or offer, refusal of registration, or, where the applicant has already registered, consideration under the University's Fitness to Practice Procedure, Student Misconduct Procedure, or other applicable regulations.
- 18.15. Where information relevant to Fitness to Practice requirements is identified after registration, the University reserves the right to review the student's continued eligibility to remain on the course in accordance with the University's Fitness to Practice Procedure and Student Misconduct Procedure.
- 18.16. In exceptional circumstances, and where a student is permitted to register with any outstanding Fitness to Practice requirements, Occupational Health assessments, or DBS checks, the University reserves the right to withdraw registration where subsequently received information identifies concerns regarding professional suitability to undertake the course.

19. Student immigration

- 19.1. The University welcomes applicants from across the globe, and believes that a diverse population enriches the academic, social and cultural experiences of all students. Non-UK and non-Irish applicants must comply with the immigration laws, rules and guidance of the UK, and satisfy the requirements of the Home Office.

Student visas

- 19.2. Students from outside the UK and Ireland may need to apply for a Student visa in order to study in the UK. Students requiring a visa must comply with the requirements of the UKVI under which the University acts as a sponsor. Students requiring a visa to

study in the UK will need a Confirmation of Acceptance for Studies (CAS) issued by the University to support their visa application.

- 19.3. The UKVI conducts visa interviews for Student visa applicants before granting a student visa. The purpose of the visa interview is to ensure that an applicant has a genuine intention to study in the UK. In order to prepare for a visa interview, applicants may be required to undertake a credibility assessment conducted by the University prior to a CAS being issued. Students who are required by the University to undertake a credibility assessment will be contacted via email with further details.
- 19.4. It is important to note that the UKVI are responsible for issuing Student visas, and as such the University is not able to control or influence the process through which individual visas are assessed and issued by the UKVI.
- 19.5. The University aims to issue CAS to allow sufficient time for the visa application process to take place in accordance with normal UKVI timeframes, but applicants should be aware that it is possible that a visa may not be issued before a course starts. Further information relating to the respective CAS request deadline for each intake point can be found at: www.salford.ac.uk/international/application-deadlines.
- 19.6. The University is committed to meeting our requirements as a sponsor of applicants requiring a Student visa. In the event of changes to immigration legislation, or if information becomes available that might impact our ability to sponsor a student, the University reserves the right to not issue a CAS, and / or amend or withdraw an offer of a place. Further information is available at: [Confirmation of Acceptance of Studies \(CAS\) Issuance and Academic Technology Assurance Scheme \(ATAS\) Policy](#).
- 19.7. Further information relating to UKVI processes is available at: www.gov.uk/study-uk-student-visa. The University also provides additional information and support which is available at: www.salford.ac.uk/international/visa.

Academic Technology Approval Scheme (ATAS)

- 19.8. Students applying for certain subjects as defined by the UK Foreign, Commonwealth and Development Office (FCDO) may need to apply for an ATAS certificate before applying for a visa. Details of this requirement will be included in their offer letter.
- 19.9. Where this applies, evidence of the ATAS certificate is required prior to the University issuing a CAS. Further information is available at: www.gov.uk/guidance/academic-technology-approval-scheme and [Confirmation of Acceptance of Studies \(CAS\) Issuance and Academic Technology Assurance Scheme \(ATAS\) Policy](#).

20. Applicants with criminal convictions and related disclosures

- 20.1. The University takes the view that having a criminal record does not necessarily preclude an individual from studying at the University.
- 20.2. The University requires all applicants to disclose any unspent relevant criminal convictions, as well as any ongoing police investigations or criminal charges, so it can assess whether admission can be granted or whether it may only be granted with possible conditions/restrictions in order to manage risk, including risk of harm to others, or of being unable to achieve all the learning outcomes of the course as a result of the conviction or pending matter. Further information on the requirement to

disclose unspent relevant criminal convictions, charges or investigations is set out in the University's Terms and Conditions.

- 20.3. In addition, applicants applying for courses mainly allied with the healthcare profession will also normally require a Disclosure and Barring Service (DBS) clearance check as a condition of entry, (i.e. those courses, placements and work experience that involve regulated activity relating to children and/or regulated activity relating to adults are subject to additional checks). For information regarding the University's policy in this area please refer to the Applicant and Student Criminal Convictions Policy and Procedure (linked below).
- 20.4. If a student later receives a criminal conviction, or becomes subject to a relevant police investigation or is charged with a criminal offence, they are required to declare this via the 'Criminal convictions and current Police Investigation Disclosure' form available at: www.salford.ac.uk/askus/admin-essentials/declaring-criminal-convictions-and-ongoing-police-investigations
- 20.5. An applicant who fails to accurately and fully declare a criminal conviction and/or any relevant ongoing police investigation or charge and is admitted without the required investigation, may have their offer withdrawn or (if, at the time the University becomes aware of the failure to declare, they have already registered as a student) they may be expelled or asked to defer in accordance with the Student Misconduct Procedure (or the Fitness to Practise Procedure). Future applications from such applicants may also be rejected.
- 20.6. The University's policy in relation to applicants with criminal convictions and related disclosures (including ongoing investigations and charges) is kept under review and may be changed in the light of legislation and/or practice by admissions partners (e.g. UCAS). For further information see our Applicant & Student Criminal Conviction Policy and Procedure available at: www.salford.ac.uk/sites/default/files/2022-09/ASCCPP.pdf

21. Age on entry

- 21.1. The University admits students on individual merit and does not discriminate on the grounds of age.
- 21.2. Applicants who will be under 18 at the point of registration for their course, should be aware that they are applying to study in an adult environment.
- 21.3. Some courses of study are bound by external professional or placement requirements concerning age, and applicants may have to wait until they turn 18 before commencing the course.
- 21.4. The University is also bound by Home Office rules regarding Student visas; this means that the University is unable to sponsor (for visa purposes) students under the age of 16 years as it does not hold a Child Sponsor Licence. Similarly, the University is unable to offer a place on courses suitable for Short-term study visas to overseas applicants under 18 at date of commencement.
- 21.5. Admission of applicants who will be under 18 at the point of registration will be subject to a risk assessment and will need to comply with the Admission of Students Under 18 Years of Age Policy. Further information is available at: www.salford.ac.uk/sites/default/files/2022-08/AdmissionSupportStudentsU18Policy.pdf.

22. Applications for advanced entry

- 22.1. The University welcomes applications from individuals with prior learning (certificated or uncertificated) which fulfils some of the learning outcomes. The Accreditation of Prior (Experiential) Learning (AP(E)L) process is used to determine what credit can be awarded to the learner for previous certificated learning and/or experiential learning and therefore at what level or stage the learner may enter a course of study.
- 22.2. Applications from these individuals are assessed on a case-by-case basis.
- 22.3. Applicants are required to demonstrate evidence of their relevant prior or experiential learning, motivation, potential and ability to study their chosen course. Further advice and guidance is available at: www.salford.ac.uk/askus/topics/admin-essentials/accreditation-of-prior-learning.
- 22.4. The decision to award prior credit will be taken in line with University academic regulations. The AP(E)L Policy is available at: www.salford.ac.uk/sites/default/files/2025-06/uos-policy-accreditation-prior-learning-2025.pdf.

23. Re-applications

- 23.1. The University will consider re-applications on an individual basis and reserves the right to use information from a previous application in assessing a re-application.
- 23.2. Any decision on the eligibility of applicants who have previously held an offer of a place but failed to achieve the academic conditions at first attempt is an academic judgement. Such applicants should be aware that no guarantee can be given that another offer will be made, and that the conditions of any future offer may differ to those of the original.

24. Re-admission

- 24.1. Applications for study from applicants who wish to be re-admitted to the University will be considered in accordance with the Academic Regulations. Further information is available at: www.salford.ac.uk/governance-and-management/academic-regulations
- 24.2. The following principles govern applications from former students who wish to be readmitted to a course of study after voluntary withdrawal (e.g. due to health or personal reasons), lapse in registration or withdrawal due to academic failure/academic misconduct. Readmission will not be considered where a sanction of expulsion has been applied through the Student Misconduct or Academic Misconduct Procedures.
- 24.3. Re-admission is not guaranteed. All former students must submit an application for consideration. Requests for re-admission are considered on a case-by-case basis, and approval is subject to academic review and where appropriate the approval of the Special Cases Panel.
- 24.4. The University will take into account the applicant's prior academic performance, including:
- Marks/grades achieved
 - Academic standing at the time of departure.

- 24.5. Applicants who left in good academic standing will normally be considered more favourably than those who were withdrawn on academic grounds.
- 24.6. Re-admission is subject to:
- Availability of places on the course
 - Continued existence of the course
 - Current entry requirements and curriculum structure.
- 24.7. Where a course has changed or been discontinued, applicants may be required to:
- Transfer to a revised course, or
 - Re-apply through standard admissions processes.
- 24.8. The University will take into account the applicant's prior student conduct. Applicants who left with a record of good conduct will normally be considered more favourably than those who were withdrawn on misconduct grounds.
- 24.9. Where an applicant voluntarily withdrew (e.g. due to health or personal reasons) and wishes to return to study the University will endeavour to support the applicant where possible and in accordance with the 'Support to Study Policy and Procedure'. Further information is available at: www.salford.ac.uk/sites/default/files/2024-09/SupportToStudyPolicyProcedure.pdf
- 24.10. The University may impose conditions on re-admitted students, including active engagement with academic support services.
- 24.11. Applicants must:
- Settle any outstanding debts to the University
 - Comply with current tuition fee arrangements
 - Meet any relevant funding or visa requirements.
- 24.12. Where re-admission is possible it will not be confirmed until all obligations are satisfied.

25. Applications for deferred entry

- 25.1. The University welcomes applications for deferred entry.
- 25.2. Applicants who have not initially applied for deferred entry, but who decide that they wish to defer their application prior to enrolment, will be considered on a case-by-case basis and will be at the discretion of the University (i.e. deferral is not guaranteed).
- 25.3. Applicants wishing to defer their entry are asked to make a written request to the specific Admissions Team stated on the offer letter, and normally no later than the relevant registration deadline.
- 25.4. Where the option to defer is possible, the normal maximum length of deferral that will be considered is one year; after this period an applicant would be required to re-apply. For applicants applying to Postgraduate courses two deferrals are permitted within the same academic year, and only one deferral to the following academic year.
- 25.5. Applicants will be issued with an updated offer letter and the relevant terms and conditions applying to the revised entry year. Applicants should also be aware that

deferring may impact on their tuition fees, as the tuition fees payable will be those applicable to the year of entry and may therefore be higher.

- 25.6. For applicants requiring a Student visa, if the deferral is requested before obtaining a visa, the University will carry over any deposit which has been paid to the next available entry date. However, if an applicant defers entry after obtaining a visa, they will lose their deposit and will need to re-apply for a visa and pay a further deposit.

26. Fraud, omission, and plagiarism

- 26.1. The University takes fraudulent applications seriously, and will check qualifications, personal statements, references, written work, financial sponsorship evidence and research proposals provided as part of an application for potential fraud, plagiarism, collusion or other indications that the application submitted is not wholly the work of the applicant.

- 26.2. For undergraduate applications including select postgraduate courses (MArch in Architecture and MA in Social Work):

- The University abides by UCAS rules and procedures concerning fraudulent applications. Any application suspected by the University to contain fraudulent information will be referred to UCAS.
- As part of the UCAS application process all applicants are asked to declare that their personal statement hasn't been copied or provided from another source, including artificial intelligence software.
- All applications are checked for potential plagiarism via the UCAS Similarity Detection Service.
- UCAS will notify both the University and the applicant if they feel that there are reasonable grounds to suspect potential plagiarism. The University reviews all cases of potential plagiarism individually and may contact an applicant for more information about the situation before making a decision.

- 26.3. The University will also want to ensure that applicants have provided complete information (e.g. concerning details of previous periods of study or employment) and may seek additional information to resolve any uncertainties in the application.

- 26.4. The University cannot accept an applicant who is in appeal or complaint process relating to previous study at the University of Salford or another University. The University reserves the right to not accept an application where an applicant is undergoing misconduct or disciplinary procedures at the University or another education provider.

- 26.5. The University reserves the right to reject an application and any subsequent applications on the basis of lack of integrity in an application or supporting documents, and to withdraw any offer or CAS made on the basis of an application that has been found to contain fraudulent or plagiarised information, or where it believes material information may have been withheld.

- 26.6. Any student found to have been admitted on the basis of fraudulent, plagiarised or withheld information may have their studies and contract with the University terminated.

Use of Artificial Intelligence (AI)

- 26.7. The University recognises the increasing use of Generative AI and the value it can add to daily tasks; however substantial use of Generative AI could mean that assessors may not be able to find robust evidence of an applicant's suitability, and thus it may be to an applicant's disadvantage.
- 26.8. Applicant misconduct may be considered to have occurred where an applicant uses technological aids and/or AI to generate all or part of the materials submitted as part of their application, such as personal statements, research proposals, or portfolios. This includes but is not limited to translation software, text generation software, or tools to generate graphics or artwork. Further information is available at:
www.salford.ac.uk/sites/default/files/2026-05/generativeaipolicy.pdf

27. Re-marks, appeals, and re-takes

- 27.1. Applicants who have applied for a re-mark or appeal with an awarding body should notify the University immediately. Whilst we will make every effort to reconsider applicants whose grades are amended as the result of a successful re-mark, it may not always be possible to hold an offer open pending the outcome of an appeal. If a re-mark is successful and the course applied to is full, an applicant may be offered an alternative course or entry year.
- 27.2. We welcome applications from applicants who are determined to succeed and will consider applicants who are re-taking a qualification. Where extenuating or exceptional circumstances are thought to have affected an applicant's performance in examinations, applicants are encouraged to follow the Exceptional Circumstances procedure (see the section above on Applicants who have exceptional circumstances).

28. Financial information

Tuition fees

- 28.1. Information relating to tuition fees is available as follows:
- Undergraduate applicants - www.salford.ac.uk/undergraduate/fees-and-funding
 - Postgraduate taught applicants - www.salford.ac.uk/postgraduate-taught/fees-and-funding
 - Postgraduate research applicants - www.salford.ac.uk/postgraduate-research/fees
 - International applicants - www.salford.ac.uk/international/fees-and-funding

Assessment of tuition fee status

- 28.2. The offer of admission will set out the information on the tuition fees to be charged based on the course of study and the applicant's tuition fee status. Applicants are assessed by Admissions as eligible to pay either home tuition fees or international tuition fees.
- 28.3. Tuition fee status is assessed for each new application and is not carried over from previous tuition fee status assessments, for example for undergraduate students applying for a postgraduate course at the University.
- 28.4. The decision is based on the information provided within the application form regarding nationality and residence, and in the case of undergraduate applicants, the residential

category selected via UCAS. The University is guided by information issued by the UK Council for International Student Affairs (UKCISA) in relation to fee assessment issues. Further information about UKCISA guidance is available at: www.ukcisa.org.uk.

- 28.5. If the University considers an applicant's fee status to be unclear from the information provided in their application, Admissions will contact the applicant to ask for further information.
- 28.6. By accepting our offer of admission, applicants are accepting the University's decision in relation to their tuition fee status. This decision is made on the basis of the available evidence at the time. Once applicants have enrolled with the University, decisions will normally only be changed where it can be shown that the University's initial tuition fee status assessment (based on the available evidence) was incorrect or in certain cases where a student's circumstances have changed. A change in fee status post enrolment is not guaranteed and will be considered by the Fees and Awards team with the support of the Admissions team.
- 28.7. Where applicants consider that our decision is incorrect, they should make every effort to query this prior to registration. Requests to reconsider a student's fee status will not be considered by the University if the request is made after a student has graduated or if the student is no longer enrolled at the University.

Tuition fee deposits

- 28.8. The University receives a large number of applications each year from applicants requiring sponsorship for a Student visa. In order to effectively manage the allocation of the University's CAS for Student visa purposes, applicants will be required to pay a tuition fee deposit to progress a CAS request. Further information relating to the tuition fee deposit is available at: www.salford.ac.uk/askus/money/self-funding-students-and-how-to-pay-your-fees
- 28.9. Applicants are also advised to consult the Refunds and Compensation Policy available at: www.salford.ac.uk/sites/default/files/2026-02/refunds_compensation_policy.pdf

Sanctioned countries

- 28.10. Applicants and enrolled students who are nationals of, or are ordinarily resident in, countries or territories subject to UK, US, or European Union sanctions may be subject to enhanced due diligence as part of the University's admissions and enrolment processes. This may include additional requests for information and documentation to ensure compliance with applicable legal and regulatory requirements, particularly in relation to the source, transfer, and payment of tuition fees. The University may delay, place conditions on, or refuse admission or enrolment if required information is not provided or legal compliance cannot be ensured.

29. Registration and induction

- 29.1. Applicants who have firmly accepted an unconditional offer will be invited to register online. Further information is available at: www.salford.ac.uk/welcome/registration
- 29.2. Applicants for entry in September will normally be invited to enrol from August. Applicants starting at different times throughout the year will normally be invited to enrol from approximately one month prior to the course start date.

- 29.3. Right to study checks are required for all on campus international students and must be completed for students to become fully registered. Further information can be found at: www.salford.ac.uk/askus/immigration-and-visas/registration-and-induction.
- 29.4. Students taught at a collaborative partner campus are not normally required to undergo the University of Salford right to study checks. Any required checks will be completed by the respective partner institution.

30. Interactions between the University and the applicant

- 30.1. The University is committed to ensuring that any interaction with an applicant is conducted in a professional and courteous manner and it expects that any communication from an applicant is conducted in the same way.

Student Code of Conduct

- 30.2. Applicants and registered students are directed to the Student Code of Conduct which, whilst setting out expectations for registered students, offers guidance about expected standards of behaviour. Further information is available at: www.salford.ac.uk/governance-and-management/student-facing-policies-and-procedures/our-code-of-conduct-creating-a-safe-respectful-and-supportive-university-together.
- 30.3. The University will not tolerate inappropriate behaviour or language towards its staff, registered students, or towards fellow applicants during the admissions process. Hostile, aggressive and inappropriate behaviour or language and excessive levels of contact will be viewed seriously and may adversely affect the consideration of an application or complaint regarding the admissions process. The University will warn an applicant when their behaviour or language is inappropriate and should this continue, then action will be taken. Where behaviour or language is particularly inappropriate, then action will be taken immediately.
- 30.4. It is important to recognise that the use of social media can pose risks which impact on the wellbeing of others and the reputation of the University. We therefore expect applicants to apply the same standards of conduct online as they are expected to apply offline.
- 30.5. The University reserves the right to reject or withdraw an application or offer based on an applicant's behaviour. Withdrawing an application or offer is based on, but not limited to, behaviour during a visit to the University (such as attending an interview or general visit to the University and University organised offsite events for applicants), behaviour in correspondence with the University, or behaviour on social media.
- 30.6. For prospective students applying through UCAS, where inappropriate behaviour leads to the withdrawal of any offer, the University will report its actions to UCAS. The University may also report its findings to other authorities e.g. law enforcement or government organisations.

Allegations made by a third party

- 30.7. If an allegation is made against an applicant relating to conduct prior to registering at the University which may impact the applicant, cohort or University once the applicant arrives, the University may choose to investigate this.

- 30.8. Investigations may require Admissions or their representative to contact an applicant to discuss allegations that have been made against them. Where allegations are proven and would impact the University or cohort an offer or application may be withdrawn.

31. Appeals and complaints

- 31.1. The University will consider all applications fairly and effectively in line with this policy.

Appeals

- 31.2. Applicants do not have a right of appeal against a decision as to whether they should be offered a place at the University.
- 31.3. However, the University will normally review admissions decisions where a complaint has been received about the application process and/or its outcome, or if new information about an application comes to light. New information submitted will not necessarily guarantee a change of decision.

Complaints

- 31.4. The University recognises that there may be occasions when applicants are dissatisfied with the way in which their application has been treated and therefore encourages applicants to attempt to resolve issues informally in the first instance. Wherever possible, they should contact the person or team directly involved with the situation, as soon as possible after the situation arises.
- 31.5. Where a concern relating to the admissions process cannot be informally resolved, applicants should follow the Admissions Complaint procedure. Further information is available at: www.salford.ac.uk/governance-and-management/admissions-complaints.

32. Applicant data

- 32.1. Information on how the University uses applicant data and your rights under the UK General Data Protection Regulation and Data Protection Act 2018 is available at: www.salford.ac.uk/privacy

33. Training

- 33.1. The University is committed to ensuring that all admissions staff are fully trained in admissions procedures and legislation compliance and are kept aware of any changes in policy made nationally or at an institutional level. Admissions training is the responsibility of the Student Recruitment and Admissions teams and when appropriate is sourced from external organisations.
- 33.2. At key points in the admissions cycle, Admissions hosts a number of information and briefing sessions for all staff involved in student recruitment and admissions. These meetings are intended to inform Faculty staff of any changes in admissions practice and to share good practice in admissions.
- 33.3. Ad hoc working groups may be convened to develop policy, process or practice in relation to a particular admissions area or issue. Conferences may also be attended as required to discuss specific admissions issues at the local, national and international level.

34. Equal Opportunities monitoring

- 34.1. The University values the diversity of its members and is committed to the creation of a positive environment which is fair, welcoming and inclusive, and where everyone is treated with dignity and respect. We encourage applicants with varied experiences and different backgrounds and are committed to ensuring that no applicant with potential is deterred from applying.
- 34.2. The University is committed to a policy of equal opportunities. To enable the University to monitor the effectiveness of this policy, applicants are asked to complete a series of equal opportunities monitoring questions either through UCAS or the Applicant Portal application form.
- 34.3. Information provided is used solely for the purpose of monitoring application and admission rates and forms no part of the selection procedure (i.e. this information is not forwarded to assessors). All information will be handled in confidence and in accordance with the applicable privacy notice.
- 34.4. Further information concerning the University's Equity, Diversity and Inclusion statement is available at: www.salford.ac.uk/equity-diversity-and-inclusion.

35. Responsibility, monitoring and review

- 35.1. This policy is the responsibility of the Head of Admissions and approved by the University Student Recruitment and Admissions Committee.
- 35.2. The policy is reviewed annually to ensure that it complies fully with any changes in legislation, aspires to best practice in the sector and continues to support the vision and values of the University.

36. Legislation and regulation

- 36.1. **National legislation:** This policy adheres to all relevant legislation related to the admission of students to the University. These legal duties can change if the legislation changes. This policy is therefore subject to these laws and any changes to these laws or other laws that the Government brings into effect.
- 36.2. **Regulatory obligations:** The University is subject to and must comply with the regulatory requirements of the Office for Students (OfS). This policy adheres to the OfS's expectations on the admission of students and our conditions of registration with the OfS.
- 36.3. **National guidelines:** We are committed to providing a professional admissions service which is consistent with good practice as defined in the Quality Assurance Agency's (QAA) [UK Quality Code for Higher Education](#) - Admissions, Recruitment and Widening Access.
- 36.4. The University is committed to ensuring that admissions practices are fair, transparent, and deliver admissions in the interest of applicants and it follows the five key principles of fair admissions as outlined in the Universities UK (UUK) [Fair Admissions Code of Practice](#):
- Admissions processes that are transparent
 - Admissions processes that enable universities and colleges to select students able to complete a course, as judged by their achievements and potential

- Admissions processes that use reliable, valid and explainable assessment methods
- Admissions processes that minimise barriers for applicants and address inequalities
- Admissions processes that are professional and underpinned by appropriate institutional structure and processes.

36.5. The University is also a signatory of the Fair Admissions Code of Practice.

36.6. Where the University partners with third-party agents, we are committed to ensuring practices including those relevant to admissions comply with sector guidelines including the [National Code of Ethical Practice for UK Education Agents](#) and the [Agent Quality Framework](#).

36.7. **Institutional Regulation:** This policy is approved by the Student Recruitment and Admissions Committee. The policy incorporates requirements relating to data protection, equity and diversity, freedom of speech, sexual harassment and misconduct, supporting applicants with disabilities, safeguarding, and widening participation. The policy also ensures that the University meets its obligations under the UK Visas and Immigration (UKVI) Student Visa arrangements for international students.

This policy also references the following:

[Academic Regulations for Taught Programmes](#)

[Academic Regulations Research Programmes](#)

[Accreditation of Prior Learning \(APL\) Policy](#)

[Admissions Complaints Procedure](#)

[Admission of Students Under 18 Years of Age Policy](#)

[Applicant and Student Criminal Convictions Policy and Procedure](#)

[Confirmation of Acceptance of Studies \(CAS\) Issuance and Academic Technology Assurance Scheme \(ATAS\) Policy](#)

[Data Protection Policy](#)

[Fitness to Practise Procedure](#)

[Freedom of Speech Code of Practice](#)

[Generative AI in Learning, Teaching and Assessment Policy](#)

[Student Academic Integrity Policy and Student Misconduct Procedure](#)

[Student Refund and Compensation Policy](#)

[Student Code of Conduct](#)

[Student Misconduct Procedure](#)

[Student Terms and Conditions](#)

Document Control Information			
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Author:	Summary of changes:	Version:	Authorised & Date:
R Pendlebury Head of Admissions	Complete rewrite of the Admissions Policy.	V3.0	30 September 2026
Policy Management and Responsibilities:			
Owner: Marketing, Student Recruitment and Admissions	Changes are considered by the Student Recruitment and Admissions Committee (SRAC)		
Author to complete formal assessment with the following advisory teams:			
Equality Impact Assessment (E&D)	Complete (Ref: EIA2026-23)		
Legal implications (LPG)	Complete		
Student facing procedures (QMO)	Complete		
Home Office Compliance	Complete		
Consultation:			
Staff Trades Unions via HR Students via USSU Relevant external bodies (specify)	N/A		
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The owner and author are responsible for publicising this policy document.			