



**Protocol for the Admission of candidates for the
Spurgeon's College BA (Hons) in Theology, its intermediate
awards, the Spurgeon's College BA (Hons) in Theology with
Foundation Year and Spurgeon's College Undergraduate
Award
(Taught and Distance Learning)**

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Amendment History

Version	Revision Summary	Date Approved	Author
005/23	P3 amended final sentence; P9 added interview requirements; P10 DBS needs to be completed; P12 Entitled to study for Full duration of course; P19 Added non-native speakers; P26 Principal is final stage of internal process.	8/2/23	Admissions Cttee

057/23	Added Foundation Year, Grad Cert and Grad Diploma requirements (para 7-9); Updated APL and Disability terminology.	30/10/23	Admissions Committee
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Protocol for the Admission of candidates for the Spurgeon's College BA (Hons) in Theology, its intermediate awards, the Spurgeon's College BA (Hons) in Theology with Foundation Year and Spurgeon's College Undergraduate Award (Taught and Distance Learning)

1. This protocol provides detailed guidance for admission to Spurgeon's College validated undergraduate programmes, the BA (Hons) in Theology with Foundation Year, together with the Spurgeon's College Undergraduate Award.
2. Admissions to all routes of the BA (Hons) in Theology (three year and four year programmes), its intermediate awards, Certificate HE, Foundation Degree, Diploma HE, Graduate Certificate and Graduate Diploma and Spurgeon's College Undergraduate Award, are the responsibility of the Admissions Department.
3. Students are admitted to all routes of the BA (Hons) in Theology and its intermediate awards on the basis of academic qualifications. Applicants for the Single Honours route and its corresponding intermediate awards are required to attend an interview where they will meet with staff in order to discern whether they have applied for the correct programme and understand the expectations of studying with Spurgeon's College. The interview will normally take place on campus for candidates applying for the taught mode of study and remotely for those applying for the distance learning mode.
4. Students are admitted to the BA (Hons) in Theology with Ministerial Formation and the BA (Hons) in Theology with Chaplaincy routes, and their corresponding intermediate awards, on the basis of their suitability for ministerial and chaplaincy training (see Appendix A for the five criteria for ministerial training) in addition to the standard academic qualifications. All qualifying ministerial and chaplaincy applicants are invited for a series of interviews to discern their suitability for the programme.
5. The minimum academic qualification for admission to the BA (Hons) in Theology on any route is two A levels (grade C or above), 64 Tariff points (or equivalent).
6. Applicants who do not fulfil this academic requirement but possess a minimum of three GCSE passes (grades 9-4 (A-C), or equivalent) may be admitted to the Certificate HE in Theology.
7. The minimum academic qualification for admission to the Foundation Degree or the Diploma of Higher Education in Theology is the Certificate of Higher Education in Theology.
8. Applicants for the Graduate Diploma and Graduate Certificate are invited to apply for these awards which allow them to accumulate credits, mainly at level

6 (i.e., the final year of an undergraduate degree programme) and are normally expected to:

- a. Hold a degree in an academic discipline other than theology.
- b. Have acquired theological/biblical knowledge and practical skills through personal study or professional experience (e.g., through exercising church leadership, ministry, teaching etc).
- c. Provide a CV with their application which includes an up-to-date list of relevant theological books they have read.

They will be invited for an interview to demonstrate they have sufficient grounding to begin Level 6 study.

9. Applicants for the 4-year BA in Theology with foundation year require a minimum qualification of 2 GCSEs (at grade 4/C or above) or equivalent.

Alternatively, they can be considered for admission on the basis that:

- a. They provide a personal statement outlining their work experience to date including the reason for applying for the programme.
- b. They submit a standard 750-word assignment to test their writing and English language skills.
- c. Non-UK students will require an academic IELTS of 6.5; the score for reading and writing bands must be 6.5.

10. Applicants without any qualifications may be admitted to the Spurgeon's College Undergraduate Award as a means of accessing a higher education programme. They will be admitted on the basis that:

- a. They provide a personal statement outlining the reason for applying for the programme.
- b. They submit a standard 750-word assignment to test their writing and English language skills.
- c. Non-UK distance learning students meet specific English language requirements (see 14 below).

11. Applicants without qualifications for the Single Honours route will be required to attend an interview as in paragraph 3 above. Applicants without qualifications for the ministerial or chaplaincy routes will be interviewed in accordance with paragraph 4 above.

12. All ministerial and chaplaincy students need to satisfactorily complete an Enhanced DBS check through the College under the umbrella of the Baptist Union of Great Britain (BUGB) and complete levels 2 and 3 training of Safeguarding Children and Adults at Risk.

13. The College will not normally admit anyone under the age of 18. Any exceptional case where an applicant fulfils the normal academic requirements (see paragraphs 3 & 4), will be referred to the Admissions Committee.

14. All students need to supply evidence that they are lawfully in the UK and entitled to study here over the full duration of their programme. Applicants wishing to follow a distance learning programme of study are exempt from this requirement.

Accredited Prior Certificated Learning (APCL)

15. Certificate HE In Theology - students may be admitted with 60 credits in Theology from another HE programme or have completed the Spurgeon's College Undergraduate Award successfully.
16. Diploma HE in Theology / Foundation Degree– students may be admitted with 120 credits in Theology from another HE institution, including no more than 30 credits at HE level 5.
17. BA in Theology (Hons) – students may be admitted with 240 credits in Theology from another institution, including no more than 30 credits at HE level 6.
18. A maximum of 10 years will apply between award and consideration of APCL.
19. The College can stipulate when APCL is not allowed due to professional body requirements.
20. Students transferring APCL to a ministerial pathway must meet the ministerial formation requirements of the degree they are training for.

English Language Qualifications

21. Applicants who are non-UK citizens or non-native speakers will be required to meet specific English language requirements as laid out by UKVI in order to be able to study at Spurgeon's College. This has to be a Secure English Test (SELT). If an IELTS is provided the result has to be 6.5 where the reading and writing specific components should be at least 6.5. The College will comply with the relevant and current Home Office legislation.

Student Visas

22. Non-UK applicants who are citizens of countries other than the UK will only be admitted subject to careful verification that they fulfil the criteria laid down by the UK Government for the admission of non-UK nationals, as published on the UK Home Office website at the time of application.
23. All taught full-time international applicants are invited to an interview (via a suitable digital platform) to discern their suitability for the programme.
24. Non-UK Distance Learning Students do not need a visa as they will not be attending the College.

Disabilities or Specific Learning Needs

25. Applicants are strongly encouraged to disclose any disabilities, health issues whether physical or mental, or specific learning needs which might impact their

studies. The College will make all reasonable adjustments for such students, but where there are concerns about a student's ability to undertake their desired programme, the procedures in the College's Fitness to Study policy are followed. Where appropriate, it is advisable that accepted and eligible students apply for a Disabled Students' Allowance as early as possible to enable support to be in place before they begin their studies.

Appeals Procedure

26. The College considers all applicants fairly and effectively against the published entry requirements and in line with its policies and procedures. It will provide feedback on request to applicants whose application has been unsuccessful to enable them to reflect on their progress through the application process. Feedback is usually given in writing, at the discretion of the Director of Admissions. To request feedback, applicants should contact the admissions staff.
27. If applicants or prospective students are dissatisfied with the outcome or treatment of their application, the following procedure applies:
 - a. The appeal must be sent to the College in writing within four weeks of the outcome.
 - b. The appeal must clearly outline the reasons why the applicant believes the decision is incorrect.
28. On receiving the appeal, the College will undertake the following review of the original decision:
 - a. The Admissions Committee will discuss the appeal and make a response to the applicant within four weeks of the appeal request being received.
 - b. If the applicant wishes to appeal further against the decision of the Admissions Committee, this must be lodged with the College within a further two weeks of receiving the outcome of the Admissions Committee decision.
 - c. At this stage the appeal will be passed to the Principal, whose decision is the final stage of the College appeals process.
29. Candidates whose appeal is refused by the Principal have the right to appeal to the Office of the Independent Adjudicator.

Appendix A: Five criteria for ministerial or chaplaincy training

I. Call

Candidates should have an inner sense of a call to Ministry and be able to show that this call is affirmed by others. They should also have the support of their church, denomination or stream as appropriate.

II. Spirituality

Candidates should have a disciplined Christian spirituality, which will include commitment to both personal devotion and regular engagement in corporate worship.

III. Character

Candidates should demonstrate a significant measure of self-awareness, personal integrity, emotional stability, and resilience.

IV. Relationships

Candidates should have the capacity to build and sustain healthy personal, professional and pastoral relationships.

V. Leadership

Candidates should have some proven ability to offer leadership in the Church community and in the wider community as appropriate.