

1. Policy Section (Admissions, International)

1.1 English Language Policy

Version	Description of Amendments	Date	Approval Date
1.0	Draft policy	01/02/2025	21/03/2025
1.1	Approval of policy	21/03/2025	21/03/2025
	Added to QA manual		

1.1.1 Introduction

Dorset College adopts the [QQI policy on the authorisation to use the International Mark](#) definition of an International learner. It is also further defined in the code of practice for the provision of education to international learners as one who is in the state enrolled on a programme leading to an award included within the National Framework of Qualifications (NFQ);

Dorset College requires this English Language Policy to clearly articulate its commitment to ensuring international learners possess appropriate levels of English language proficiency, aligning with national standards outlined by the [Code of Practice](#) for the Provision of Programmes of Higher Education to International Learners. As part of the new International Education Mark (IEM) and [TrustEd](#) standards, this policy ensures transparency, consistency, and compliance with national and international quality frameworks. By setting defined language proficiency requirements, Dorset College not only maintains academic standards but also supports learner retention, academic success, and positive integration into the broader educational community, thereby upholding its obligations under the IEM and TrustEd quality mark.

1.1.2 Objective

This policy supports the admission and registration of suitably qualified international students at Dorset College, while also fostering diversity within the student community. The purpose of this policy is to outline Dorset College's standards for assessing the English language proficiency of international applicants to its programmes. It ensures alignment with the QQI Code of Practice by clearly setting out equitable and transparent procedures for assessing language competence. This policy also addresses English language and academic support available to international learners before and throughout their studies, reflecting the College's commitment to best practice and quality assurance.

1.1.3 Scope

This policy applies to all Dorset College QQI accredited programmes at undergraduate level leading to awards.

Prospective students are responsible for ensuring that their application meets all entry requirements, including providing evidence of English language proficiency through accepted certification.

The Dean of Academic Affairs at Dorset College is responsible for the implementation and ongoing monitoring of this policy.

Categories of learners covered by this policy:

- EU/EEA students in the state undertaking programmes that lead to major or non-major awards that are included within the NQF;
- Non-EU/EEA students in the state undertaking programmes leading to major or non-major awards that are included within the NQF;

Categories of learners excluded from this policy:

- Erasmus exchange students;
- Learners enrolled on study-abroad programmes that do not lead to awards included within the NQF;
- Learners from partner institutions whose programmes have articulation agreements that allow for advanced entry and who are delivering their programmes through English.
- Learners enrolled on professional evening programmes, and other professional training programmes, that do not lead to awards included within the NQF;

1.1.4 Responsibility

Admissions Department is responsible for ensuring adherence to this policy when managing applications

The learner is responsible for ensuring that their application meets all entry requirements, including providing evidence of English language proficiency through accepted certification.

The Dean of Academic Affairs at Dorset College is responsible for the implementation and ongoing monitoring of this policy.

1.1.5 Procedure

Initially, applicants submit recognised English language qualifications, such as IELTS, PTE Academic, or TOEIC. Admissions staff verify that these scores meet the published programme criteria, **notably IELTS 6.0 no less than 5.5 in each skill, PTE Academic 59, or TOEIC 700-720**. In cases where students lack these standardised qualifications, they undertake Dorset College's internal English Competency Test ensuring rigorous assessment of language proficiency.

For external examinations, we:

- Verify authenticity of certificates through official testing authority portals or verification tools.
- Confirm the date of the test result is within two years of programme commencement.
- Record the English Language Score in our management system

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1.1.6 English Language Supports

Dorset College provides in-sessional English for Academic Purposes (EAP) support where needed and delivered by experienced English Language lecturers. This is designed specifically to support international learners in meeting their academic goals. The College also delivers tailored Academic Writing modules integrated into its academic programmes, benchmarked against established CEFR proficiency levels, and validated through Dorset College's Quality Assurance Framework. The modules are subject to regular review and continuous quality improvement processes as part of the College's commitment to quality enhancement.

1.1.7 Related Policies

Admissions Policy

Recognition of Prior Learning Policy

Teaching Learning & Assessment Policy