

SETU Admission to Programmes of Study

Admission – Offer/Registration

1. Applicants admitted to SETU must be at least 17 years of age on the 1st of January in the year after initial registration. To become a student of SETU, individuals must be fully registered on a programme of study. It is the responsibility of the student to ensure their registration is up-to-date and complete. An applicant is not a student until they have completed all steps in the registration process. An applicant is not considered to be a student solely on the basis of an offer of a place in SETU and/or acceptance of such an offer. All offers are subject to the regulations of the University and are authorised by the Vice President for Academic Affairs and Registrar.

2. Registration must take place at the times and manner specified by SETU. Fee payment alone does not constitute registration.

3. The University reserves the right, at its sole discretion, to refuse to register an applicant where to do so might either (a) impact on the University's obligation to maintain a positive learning environment and/or (b) on the University's duty of care to others.

4. A criminal conviction does not normally preclude an applicant for admission to a programme of study offered by SETU. However, the University reserves the right not to offer, or retract an offer, of a place to an otherwise suitable candidate where making such an offer may compromise the University's duty of care to all its students. Where matters exist that might ultimately result in the University exercising its discretion to refuse to register an applicant on a programme of study, the prospective applicant is required to contact the Vice President for Academic Affairs and Registrar for advice prior to applying to the University. Where an incident is brought to the attention of the Vice President for Academic Affairs and Registrar, the Vice President for Academic Affairs and Registrar may make appropriate enquiries to satisfy the safety of the University community is not potentially compromised.

5. Where an applicant is not permitted to register on a programme of study, that decision will be communicated to the applicant in writing. In those circumstances, the applicant will be afforded a right of response and an appeal to the President in accordance with established fair procedures.

6. An unregistered applicant is not entitled to avail of any of SETU's facilities and may not sit examinations. Only registered students may attend class and enter the assessment and examination processes. Unregistered students will not be admitted to examination centres.

Unregistered students will not be permitted access to computer facilities, library facilities, online or other academic support.

7. Following acceptance of an offer from SETU, applicants are required to register online and may be required to attend the University for an orientation event in order to become a student, prior to commencing classes.

8. A provisional or conditional offer is not a full offer and must not be deemed as such. A provisional or conditional offer does not infer a full offer will be made.

Admissions – Fraudulent Claim

Definition of Fraud:

- SETU admits applicants on the strength of statements and/or documents provided by the candidate.
- Where such statements and/or documents are not genuine, whether intentionality or unintentionality, then the applicant may be deemed to be fraudulent.
- Where such statements and/or documents may be considered to be fraudulent, SETU has the right to initiate an enquiry.

SETU reserves the right to:

1. Request additional information from the applicant to verify an application.
2. Put the application process on hold whilst investigating an alleged fraudulent application.
3. Reject the application if it is proven, or if SETU has reasonable belief, that the information provided is false or if the applicant refuses to provide the requested information, whether or not an offer has already been made.
4. Request verification from the issuing authority of any or all details on documentation presented. If documents are found to have been falsified, the issuing body will be notified.
5. Terminate a student's registration if s/he is found at a later stage to have submitted a fraudulent application to SETU.

NOTE: The University reserves the right to modify, suspend or cancel admissions policies at any time.