

ENGLISH LANGUAGE POLICY

Operational owner:	Head of Admissions
Executive owner:	Chief Operating Officer
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Related documents:	UG, PGT and PGR Admissions policies

Version	Reviewed by	Approved by	Date
1	Harry Evans and Laura Sands (Admissions)		September 2019

1. Purpose

This document is to define what evidence is required to meet the University's minimum English language requirements.

2. Scope

2.1 This policy is relevant for applicants applying to study an Integrated Foundation programme or an Undergraduate, Postgraduate Taught, or Postgraduate Research degree at the University of Surrey.

2.2 Applicants applying to do an International Foundation Year should refer to isc.surrey.ac.uk/entry-requirements

2.3 Applicants applying to do a Pre-sessional English Language programme should refer to surrey.ac.uk/pre-sessional-english-language-courses

2.4 This policy defines what can be used as evidence. Where grades or levels are specified, these are the minimum required. Certain programmes require a higher level.

3. Principles

3.1 All applicants applying to an Integrated Foundation or Undergraduate programme must meet the University's minimum English language level by providing evidence of one of the following prior to admission;

3.1.1. Accepted qualifications

GCSE English Language at grade C/4

An approved country equivalent qualification to GCSE English Language grade C/4 as defined on the Qualifications Database

iGCSE English as a First Language at grade C/4 or Second Language at grade B/5 in all four elements

International Baccalaureate English at grade 4 at either standard or higher level where the IB meets the normal, academic entrance requirements

AS-level in English Language or English Literature

A-level in English Language or English Literature

European Baccalaureate English 6 (Language 1/2) or 7 (Language 3)

3.1.2. Accepted English Language tests

Pearson Test of English (PTE Academic) at the required level for the programme and provided the test has been taken within two years of the start of the course

IELTS (Academic) at the required level for the programme and provided the test has been taken within two years of the start of the course

TOEFL (ibt) at the required level for the programme and provided the test has been taken within two years of the start of the course

Trinity College London Integrated Skills in English (ISE) at the required level for the programme and provided the test has been taken within two years of the start of the course

C1 Advanced/Cambridge Certificate of Advanced English at the required level for the programme

C2 Proficiency/Cambridge Certificate of Proficiency in English at the required level for the programme

3.1.3 Other assessment

Successful completion of the appropriate Pre-sessional English Language programme offered by the University of Surrey, provided it is completed immediately preceding the main degree programme.

Successful completion of an English Language assessment at the required level for the programme, ratified by the University of Surrey English Language Institute, for students applying to progress to the dual-degree SII-DUFE programme.

Achievement of the required overall and component scores in Academic English Skills, for students applying to progress from an International Foundation Year or Pre-Masters programme offered by StudyGroup.

3.2 Applicants to Postgraduate Taught or Postgraduate Research programmes are exempt from meeting 3.1 where;

3.2.1 They are a national of;

- Antigua and Barbuda
- Australia
- The Bahamas
- Barbados
- Belize
- Canada
- Dominica
- Grenada
- Guyana
- Ireland
- Jamaica
- New Zealand
- St Kitts and Nevis
- St Lucia
- St Vincent and the Grenadines
- Trinidad and Tobago
- United Kingdom
- United States of America

3.2.2 They have studied for a minimum of one full academic year, and successfully completed within the past five years, a qualification at least equivalent to a UK Bachelors taught in English in;

- Antigua and Barbuda
- Australia
- The Bahamas
- Barbados
- Belize
- Canada
- Dominica
- Grenada
- Guyana
- Ireland
- Jamaica
- New Zealand
- St Kitts and Nevis
- St Lucia
- St Vincent and the Grenadines
- Trinidad and Tobago
- United Kingdom
- United States of America

3.2.3 They have studied for a minimum of one year, and successfully completed in the past five years, a qualification at least equivalent to a UK Bachelors, from a UK university taught entirely, or in part, at an overseas campus.

3.3 Other qualifications

Other tests, qualifications, or degree level study from elsewhere is not normally acceptable as evidence of competence in English, even when the degree is said to be taught in English, except in exceptional circumstances (see 4).

3.4 Multiple qualifications

In some cases a student will present a variety of pieces of evidence, sometimes conflicting, regarding English language ability.

The principle here is to judge the student on the **most recent** piece of evidence, except that an IELTS taken no more than 6 months before the end of a degree course takes precedence over degree study. Where a student registers for an IELTS test but subsequently withdraws without taking the test, they are judged on the other criteria.

4. Exceptions

Exceptionally, the University will, on a case-by-case basis, consider whether applicants not meeting the English language requirement by any of the above means have sufficient evidence demonstrating their proficiency at the appropriate standard in each skill area (listening, speaking, reading and writing). Evidence could include: employment history, previous English Language test results, or degree level study that falls outside of this policy. As well as providing evidence of ongoing use of English, applicants will also be interviewed.

Applicants who meet the English Language requirement by one of the above means may still be asked to demonstrate their English proficiency by taking a recognised test where, through the course of the application process, there is evidence of a shortcoming in English.

5. Annual Review

This policy will be reviewed on an annual basis, with a report to the Student Marketing, Recruitment and Admissions Committee (SMRA) for approval prior to the start of each recruitment cycle.