



Admissions Policy

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The primary aim of the Admissions Policy of the School of Business & Management (SBM) is to give opportunities to students of the highest potential, irrespective of their background. SBM like to encourage potential learners from all communities, who want to continue their education, with creating a thriving environment for the learning and growth. SBM maintains the Equal Opportunity policy with all the applications received, to ensure that each applicant is individually assessed, without prejudice or discrimination. At SBM, each application from potential learners will be assessed individually and holistically, to eliminate any chances of being unfair.

Learner selection criteria varies from programme to programme, however the basics we look for in all potential learners are:

- Academic ability with English and Mathematics standards at acceptable level
- Driven and apt for chosen program
- Commitment to success

Once the learners are part of SBM student community, they will be supported not only with academic development but also with their personal attributes.

Minimum age: Kindly note that the minimum age of learners to be eligible to apply is eighteen (18) years of age.

Admissions Procedure

The Admissions Procedure involves the following processes:

- Initial Screening
- Interview / English Language Assessment
- Final Decision

A detailed procedure has been developed to align both with the SBM admissions Policy and the local visa requirements for students.

Initial Screening

All applications received are collated into applications for each course. The collated applications are passed to the admissions team for initial screening. The admissions committee consists of team members from Student Recruitment and the Academic Department.

The initial screening involves checking the potential learner documents (ID/Certificates), providing IAG about the prospective course, assessing communication skills.

Learners will also provide a personal statement regarding why they want to study at SBM

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Interview/English Language Assessment

All the courses taught at SBM are delivered in English.

This stage of the admissions procedure ensures that prospective students have the relevant proficiency in English Language. An interview is conducted by the admissions committee and learner is referred for English language assessment.

The results of initial assessments will determine the selection of learner on the proposed course of study.

After this stage, learners will give a short five-minute presentation about any given topic to further evaluate their communication skills.

Final Decision

The admission committee will make a final decision, based on the results of above two stages. Learner details will be updated on the database and a conditional offer letter will be issued if applicable.

Once the prospective learner accepts the terms and conditions of admission onto the course, the final offer letter will be issued.

English Language Test Requirements

MQF Level	Minimum Requirement
Level 3 and Above	IELTS 5.5 or above or MQF Level 3 English MQF Level 3 Mathematics

Additional Entry Requirements

In line with our updated retention and attendance Policy and Procedures, and the updated terms and conditions, there is now a requirement to enroll and pay for two OTHM courses, the first one at level 3 and the second progression path course at level 4

A retention deposit of 2000 euros is to be paid upon admission.

The retention deposit is refundable upon required attendance being maintained, and the successful completion of both courses.

The additional entry requirements will encourage students to focus on a progression route, through the School of Business Management, attaining a valuable qualification, that will open doors to Higher Education, both locally and internationally.

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