



London School
of Jewish Studies

Admissions Criteria BA (Hons) Jewish Education and MA Jewish Education

The London School of Jewish Studies takes a flexible approach to admissions that is personalised to you and takes into consideration information provided on your application form. There are general entry requirements as well as subject-specific requirements for our courses.

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1. Introduction

The London School of Jewish Studies (LSJS) is committed to meeting the needs and ambitions of a culturally and internationally diverse range of students by providing challenging academic programmes underpinned by innovative scholarship and professional practice.

This policy details LSJS aims for the admission of students onto taught programmes and explains the principles which are used to select and admit new UK, EU and international students.

This policy is consistent with good admissions practice in higher education, as defined in the Quality Assurance Agency's Quality Code¹ and the Schwartz Recommendations for Good Practice², and complies with current UK legislation affecting the admission of students.

The policy is owned and reviewed every two years by the Director of Degrees and CEO and approved by our Academic Board.

The maintenance of the policy is undertaken by the the Director of Degrees If interpretation of any aspect of The Policy is required, the final interpretation will be that determined by the CEO, which will be final.

1.1 Principles

LSJS aims to ensure that its admissions processes are fair, open and transparent and aims to admit students who, regardless of their background, demonstrate potential to successfully complete their chosen programme of study where a suitable place exists and where entry criteria are met. LSJS values diversity and is committed to equality in education and students are selected on the basis of their individual merits, abilities and aptitudes. The University ensures that the operation of admissions processes and application of entry criteria are undertaken in compliance with the Equality Act (2010)

2. Entrance requirements

2.1 Undergraduate Programmes

Admissions Criteria BA (Hons) Jewish Education

LSJS makes offers to applicants expressed in the UCAS tariff, or for qualifications not included in the tariff, the appropriate mark scheme of the qualification being taken. For entry to undergraduate programmes the University will accept points achieved from a selection of qualifications to a maximum of 3 GCE A levels (or equivalent) when an applicant is fulfilling their academic entry criteria.

2.2.1 Criteria for an Offer

We consider the following when we make our initial offers:

1. Your prior achievement in awarded qualifications
2. Predicted achievement in the qualifications you are currently studying, including if you have studied at another Higher Education Institution and have not yet finished your course
3. Information which may indicate you have specific barriers to higher education, such when or where you studied for your previous qualifications or left secondary education

In general, we expect 196-112 tariff points including a level two qualification in English (GCSE G4/C).

A levels: CCC-BBC

BTEC: MMM-DMM

All potential candidates are interviewed to assess their suitability for the course.

2.2 Postgraduate Programmes

Admissions Criteria MA Jewish Education

LSJS welcomes applications with a wide variety of educational qualifications and experience from the UK and overseas.

All applicants are required to demonstrate familiarity with the ethos of Jewish education. In addition, successful applicants will normally have completed a first degree with higher second class honours degree or above (i.e. 2:1 or above), or an equivalent qualification.

In exceptional circumstances, applicants who do not have these qualifications, but have extensive experience working in Jewish education and/or a strong background in traditional Jewish text study (for example, rabbinic ordination or extensive period of study in a seminary or yeshiva) may be invited for interview and asked to submit written work as evidence of their potential to embark on Master's level studies in Jewish education.

Students whose first language is not English are advised to review our English Language requirements in section 4 below.

All candidates are invited for interview before a place is formally offered.

2.3 Widening Participation Statement

If you have attended seminary or Yeshiva, then these years of study may be accepted in lieu of A level grades/points.

Once we receive your grades, if you have not reached the level we initially asked for; we will always aim to be flexible where we can, looking at how we recognise potential in different ways at this stage.

In particular, where there has been disruption to your learning, we will aim to consider other assessments you may have undertaken, or what your teachers thought you should have achieved through your predicated grades.

3 Acceptability of International Qualifications

LSJS receives a sizeable number of applications from applicants holding international qualifications. All applicants are expected to have met the minimum entry requirement for their intended programme of study.

International qualifications will be benchmarked against GCE A level qualifications for entry to undergraduate programmes and against a British Bachelor degree to entry to postgraduate programmes.

When establishing the equivalence between an international qualification and its UK counterpart, LSJS will use a number of sources. LSJS will reference UK NARIC, the UK's National Recognition Information Centre, which provides advice on

comparisons of international qualifications against UK qualification framework levels. In addition to this LSJS will use its own experience of the international qualification. The decision of LSJS on the equivalency of an international qualification and its suitability for entry will be final.

4 English Language Requirements

In addition to academic entry requirements, LSJS requires all applicants whose first language is not English, or who have not been educated wholly or mainly in the medium of English, to demonstrate that their level of English (where the language of instruction of the programme is English) is sufficient to allow successful completion of their chosen programme of study.

Some English qualifications have a limited validity period (e.g. an IELTS score is only considered to be valid for two years after the test has been taken). Applicants must ensure that their English qualification is still within the validity period at the point their programme of choice is due to commence.

If an international applicant satisfies all of the academic entry requirements but has not achieved the required standard of English, an offer may be made conditional on successfully completing a suitable Pre Sessional Academic English language course recognised by LSJS. Potential applicants are advised to contact the Academic Office for further guidance.

5 Selection of Applicants

5.1 The selection process

LSJS looks for motivated individuals with the necessary academic (and non-academic) preparation as detailed in the entry requirements for each programme, who will benefit from the institution's learning environment and demonstrate through the application process they can successfully complete the programme of study.

Applications are considered not only against the published entry criteria but also against the cohort of applicants against which they are applying and against the number of places available.

The fairness and consistency of offer making for each programme is managed by the Director of Degrees .

When assessing the academic suitability and potential of applicants the following information is normally considered:

1. Prior achievement in awarded qualifications or equivalent achievement through study/work experience
2. Predicted achievement in qualifications currently being studied, where applicable.
3. Personal statement or statement of purpose, for evidence of motivation and commitment to the chosen subject area(s)
4. Reference(s), for confirmation of academic potential and personal qualities

5. Details of time spent at another Higher Education (HE) institution, even if the programme was not completed.

Both the BA (Hons) in Jewish Education and BA (Hons) in Jewish Education (Distance Learning) programmes require an interview; and where a full and complete application form is submitted, applicants are informed or invited to the selection process within ten working days.

LSJS will seek to keep decisions to within these time frames but at peak periods during the application cycle it may take longer for decisions to be reached. The decision on the application will be communicated directly to the applicant by the LSJS Academic Registrar.

If an offer of a place is made, any academic or financial conditions that need to be achieved will be outlined along with the date that these conditions should be met. An academic offer of entry to LSJS does not guarantee sponsorship for international applicants requiring a Tier 4 visa to study in the UK.

5.2 Age of Applicants

The University admits students on individual merit and does not discriminate on the grounds of age. The minimum age for Higher Education Studies in the UK is 18.

The University will not act in loco parentis for any student.

Where the age of an applicant would raise issues of safety, child protection, personal support or issues of care, the Director of Degrees/Safeguarding Lead or their nominee, should be notified in order to liaise with appropriate managers to and make appropriate arrangements for the admittance of the applicant.

LSJS welcomes applications from applicants who have had a significant break in studies and these applicants will be considered on an individual basis. Mature applicants with non-standard qualifications have the opportunity to present other forms of learning which may include relevant work experience or other professional qualifications.

5.3 Applicants declaring a disability or specific learning difficulty

LSJS welcomes applications from all prospective students including those who declare a disability.

Application decisions are based on academic merit and potential relevant to the programme applied for, determined by published entry criteria and assessment as per the standard admissions process.

Consideration of any support requirements will remain an entirely separate process. The LSJS Student Support Policy <https://www.lsj.ac.uk/degrees.php> outlines the support that applicants who are offered a place may be entitled to. An offer of a place is not a guarantee of eligibility to receive any government disability specific funding including the Disabled Support Allowance.

Applicants who have declared a disability and are considered academically suitable for their chosen programme of study will be invited to meet with the Programme Leader/Director of Degrees to assess the needs of the individual applicant. If relevant and required, LSJS will make reasonable adjustments to accommodate the needs of the applicant.

Very occasionally it may not be possible to make the adjustments required to enable an applicant to undertake the course that they have applied for. This may be because the person is unable to meet the programme's competencies or because the adjustments required to support the applicant could not be considered reasonable under the terms of the Equality Act (2010)

In exceptional circumstances (for example late applications or where complex reasonable adjustments maybe required) the applicant may be required to defer their place until the next available intake. This is to ensure that all reasonable adjustments can be in place before the applicant begins their programme.

5.4 Extenuating circumstances

During the course of their pre-University studies, some applicants will have been affected by extenuating, mitigating or medical circumstances. Where an applicant feels that these circumstances have affected their studies, they must ensure that the LSJS is informed.

An applicant may submit evidence of their extenuating circumstances to LSJS along with any supporting documents, from a school/college/employer for example, and these may be taken into consideration if an applicant has accepted an offer and missed the requirements for entry.

6. Application Process

As part of the application process, LSJS requires applicants to indicate their residency status for fee paying purposes. LSJS uses this information to determine whether the applicant is eligible to pay Home, EU or Overseas fees.

If LSJS cannot make this assessment from the information in the application form, further information may be requested. If the applicant does not reply to requests for further information, the applicant will be classified as an overseas fee payer. The applicant will be notified of the residential category decision at the point of offer.

If the applicant decides to accept the offer on the basis of the assessed fee then this is binding. If the applicant contests the Residential Category after the offer is accepted LSJS reserves the right to withdraw the offer. Once an applicant has enrolled, the Residential Category will not alter, except in a small number of instances (for example, if the applicant's country of nationality joins the EU or if a Student or applicant is given Asylum).

An applicant can appeal their Residential Category decision and this should be done in writing to the Director of Degrees, details of this appeals process can be found in section 7 below.

6.2 Requests for deferred entry

LSJS understands that some applicants may wish to defer their entry for an academic year for a variety of reasons. Where specific programmes do not accept applications for deferred entry, due to external restrictions on placements or allocations, this will be outlined in print and electronic publications.

Applicants wishing to apply for deferred entry should do so at the point of application or at any stage up to the end of the second week of the commencement of the programme of study, in writing.

Deferred applications will be assessed using the same academic criteria as for non – deferred applications and applicants holding a deferred place must meet all academic conditions of their offer during the current application cycle. Deferral candidates should check that the academic criteria have not changed.

Deferral is normally only permitted for one academic year. In some circumstances (for example to undertake national service) applicants may request to defer for an additional academic year.

This must be done in writing to the Director of Degrees who may approve the request in consultation with the relevant academic lead for the programme of study.

Applicants wishing to defer for longer than two academic years will not be considered and will be encouraged to make an application in the relevant entry cycle.

6.4 Applicants declaring a previous criminal conviction

Where a programme of study requires applicants to have a Disclosure and Baring Service (DBS) check to gain admittance, applicants will be required to declare any relevant criminal convictions at the point of application. The programmes of study where a DBS check is required is included in the relevant programme information.

Applicants for all other programmes of study are not required to declare information relating to any relevant criminal convictions during the application process as such information is not a pre-condition for enrolling on and successfully completing such a programme.

It is the responsibility of an applicant with any relevant criminal convictions (who chooses a programme of study with the intention of then proceeding to practice in a specific profession) to check that they will be able to join their chosen occupation or profession before proceeding with the programme of study that might meet occupation and professional standards, but will not necessarily lead to being permitted to register as a practitioner with a relevant professional regulatory body. This check on suitability to enter such professions does not form part of the admission process and it is not a function performed by LSJS.

6.6 Verification of qualifications

As part of the admissions process, all applicants are required to provide documentary evidence (for example certificates and transcripts) to demonstrate that they have achieved the entry requirements of their chosen programme of study and achieved the conditions of their offer. The date by which academic conditions should be met will be confirmed at offer.

LSJS will accept scanned or photocopied documents during the application process and these copies should be of sufficient quality. All applicants must be able to provide original documents upon request and not being able to provide such documents may result in the withdrawal of an offer or termination of a student from studying at LSJS.

All qualifications completed and certified under an alternative name to the applicant's details as stipulated on the application form will need to be supported with documentation to demonstrate a legal name change (e.g., marriage certificate). Applicants are advised to use their full legal name during the application process.

7. Feedback, Appeals and Complaints

7.1 Feedback

LSJS is committed to providing full and constructive feedback of the reasons for rejection to help applicants make successful applications in the future.

All requests for feedback must be made in writing and feedback will only be given in writing.

Where an applicant believes they have been rejected in error, or wishes to appeal the decision, they may do so using the complaints and appeals procedure below.

7.2 Appeals

Applicants wishing to appeal the outcome of their application should do so, in the first instance to the Director of Degrees or their appointed nominee, who will investigate the grounds for appeal consulting with staff involved in the selection decision where appropriate. Application decisions will only be overturned where an applicant can provide fresh and compelling evidence of their academic competence in the relevant subject area and evidence as to why this was not available at the time of original submission, or the review of the original application is shown not to have followed policy and procedure.

7.3 Complaints

Following a review by the Director of Degrees or their appointed nominee, if an applicant still feels they have reason for appeal they should refer to the LSJS guidance for resolution <https://www.lsj.ac.uk/terms-and-conditions.php>

Any appeal or complaint at any stage of the admissions process which questions the academic grounds for rejection will not be considered. Only points of procedure or implementation of policy can be appealed.

LSJS will not respond to any anonymous complaints.

Due to GDPR legislation, LSJS may be unable to enter into communication with any third party with respect to an applicant's individual circumstances, unless the applicant has given LSJS direct and explicit written consent.

8 Recognition of Prior and Experiential Learning (RPL/RPEL)

8.1 Transfer of Credit

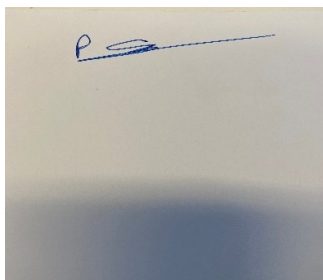
An applicant's prior learning at another institution may be considered to allow for direct entry to level 5 or 6 (i.e. year 2 or 3) of the undergraduate programmes of study. Applicants will need to have successfully passed their previous years of study and must also have been awarded the requisite number of Higher Education credits, usually 120 per level of academic study. Applicants who have a credit deficiency from a previous year's study are not normally admitted with credit transfer. The Director of Degrees will have oversight of all the decisions on the recognition of prior learning for entry to level 6 to ensure consistency of decisions.

8.2 Recognition of Prior Experiential Learning (RPEL)

LSJS will consider applicants who do not hold formal qualifications, but have substantial experience in an area relevant to the programme of study. Such applicants should make explicit their intention to claim RPEL credit on admission so that the Programme Leader can liaise with the applicant to advise on the form of evidence of learning that should be submitted for assessment.

The Director of Degrees will then assesses the evidence supporting the claim and make a recommendation with respect to any award of academic credit. This process must be completed before an applicant commences on the programme of study.

Signed on behalf of LSJS:

A rectangular box containing a handwritten signature in blue ink. The signature appears to be 'P. Gould'.

(Paul Gould, on behalf of senior leadership team, LSJS).

Date: August 2023

To be reviewed in August 2025