



Entry Requirements Policy: Diploma of Visual Art, Associate Degree of Visual Art and Bachelor of Visual Art

Policy ID	T006
Previous versions	4 September 2013; 14 November 2017; 8 April 2021
Current version	Approved by Academic Board on 7 October 2021
Scheduled review date	October 2024
Threshold Standard	1.1
Appendix A	List of amendments

1. Introduction

This policy describes the entry requirements for the Diploma of Visual Art (DVA), Associate Degree of Visual Art (ADVA) and Bachelor of Visual Art (BVA).

2. Purpose

This policy provides a framework for managing and processing applications for the DVA, ADVA and BVA. This policy also provides applicants with information on the application requirements and process.

3. Scope

This policy applies to domestic applicants who are applying to undertake the DVA, ADVA or the BVA.

4. Policy

4.1 General Entry Principles

Adelaide Central School of Art will admit suitably qualified school-leavers and mature-age students to its DVA, ADVA and BVA. In doing so, it will:

- consider both academic factors and non-academic factors in making decisions about whether to accept applicants into the DVA, ADVA or BVA, including portfolio interviews and applications for Recognition of Prior Learning (RPL);
- treat all applicants in a fair and equitable manner;
- seek to ensure that each applicant accepted into the DVA, ADVA or BVA will have a good chance of completing the course successfully.

4.2 Academic Entry Requirements

The following is normally required:

- Completion of the South Australian Certificate of Education (SACE) with a minimum ATAR score of 60 (or the equivalent certificate and score from an Australian secondary school) within the last 5 years OR
- Completion of the International Baccalaureate Diploma within the last 5 years OR
- Attainment of a qualification of AQF Level 5 or above within the last 10 years

4.3 Alternative Entry Requirements

The following are normally required:

- Attainment of a qualification of AQF Level 5 or above more than 10 years ago

- Completion of the South Australian Certificate of Education (SACE) with a minimum ATAR score of 60 (or the equivalent certificate and score from an Australian secondary school) more than 5 years ago OR
- Completion of the South Australian Certificate of Education (SACE) with an ATAR score below 60 (or the equivalent certificate) OR
- Partial completion of a recognised higher education program at a recognised higher education institution OR
- Completion of a recognised Vocational Education & Training (VET) Certificate OR
- Completion of a recognised Foundation Studies Program, OR
- Previous non-formal visual art study or practice

All alternative entrants are also required to attend a portfolio interview as part of their application.

4.4 Portfolio Interview

The portfolio interview assists ACSA to determine an applicant's readiness and suitability for their chosen course when applying by alternative entry. Applicants receive advice on preparing their portfolio as part of the application process.

During the portfolio interview, the panel will assess applicants against the following criteria:

- Portfolio qualities
- Personal presentation and communication
- Commitment to learning/study
- Study skills
- Ability to complete course successfully.

The interview panel will assess the extent to which an applicant has demonstrated each criteria and allocate a score from 1-5, with 1 being low and 5 being high.

To be offered a place in the DVA, ADVA or BVA, alternative entry applicants must achieve a passing score of 12.5 or above in their portfolio interview. In the event that applications exceed places in courses, the scores will also be used to rank applicants as detailed below.

4.5 Ranking Criteria

In the event that applications exceed places in courses, the following ranking system of 1-6 is used:

ACADEMIC ENTRY

1. Full time applicants with ATAR score >60 (within 5 years) OR a qualification of AQF Level 5 or above (within 10 years)
2. Part time applicants with ATAR score >60 (within 5 years) OR a qualification of AQF Level 5 or above (within 10 years)

ALTERNATIVE ENTRY

3. Previous visual art study, including:
 - Tertiary level study in visual art (can be incomplete) OR
 - Certificate IV in visual art
4. Qualifications achieved outside of the timeframe for academic entry, including:
 - ATAR score >60 (more than 5 years old) OR
 - Tertiary qualifications in any area (more than 10 years old)
5. Other formal academic study, including:
 - Partial completion of tertiary level course in any area OR
 - Completion of the South Australian Certificate of Education (SACE) with an ATAR score <60 OR
 - VET Certificate in any area OR
 - Foundation Program
6. Non-formal visual art study AND/OR personal art practice

Applicants will be ranked according to category, and then by portfolio interview score within each category.

5. Responsibilities

- 5.1** The Chief Executive Officer (CEO) of the School is responsible for ensuring that academic and administration staff members comply with the policy.
- 5.2** The Academic Administration Manager is responsible for ensuring that applicants meet the admission and application requirements prior to commencing a course of study at the School.

6. Application Procedures

- 6.1** For admission into the DVA, ADVA or BVA, applicants are required to submit the New Student Application Form, supporting documentation, and 300 word review by the prescribed due date. For further information on the application requirements, please refer to the New Student Application Form.
- 6.2** Applicants who wish to apply for Recognition of Prior Learning (RPL) are required to submit the RPL Application Form and supporting documentation by the prescribed new student application due date. For further information, please refer to the RPL Application Form.
- 6.3** Applicants who do not meet the academic entry requirements are invited to attend a portfolio interview with two academic staff members and one suitably qualified administration staff member.
- 6.4** Applicants are notified of the outcome of their application by email. Applicants who are accepted into a course of study receive a Letter of Offer and Enrolment Pack. Applicants who are not accepted into a course of study receive written notification.
- 6.5** Late applications incur a fee as detailed in the New Student Application Form. Adelaide Central School of Art reserves the right not to accept late applications.
- 6.6** Applicants who are dissatisfied with the outcome of their application are referred to the School's Student Grievance Policy and Procedures, available on the website.

7. Related Documents

- New Student Application Form
- RPL Application Form

Appendix A – Policy Amendments

1. Version 1: Approved by Academic Board on 4 September 2013.
2. Version 2: Approved by Academic Board on 8 October 2014.
3. Minor amendment (position title change). Approval not required. 28 September 2016.
4. Version 3: Amended the minimum entry requirement for previous tertiary study from AQF Level 6 to AQF Level 5, in line with the feedback from TEQSA from the 2016/17 reaccreditation process. Minor updates to wording under Item 4 Policy.
5. Version 4: Policy reviewed and updated to include the recently accredited Diploma of Visual Art; a time limit for use of the ATAR for academic entry (valid for 5 years from completion); a more detailed ranking system to improve admissions transparency
6. Version 5: Update to wording of academic entry requirements to recognise all qualifications of AQF Level 5 or above.