

Riga, 1st November, 2018

Admission Regulations for BTEC Level 5 (UK diploma) educational programmes

GENERAL ISSUES

1. Pearson BTEC Higher National qualifications are designated higher education qualifications in the UK. They are aligned to the Framework for Higher Education Qualifications (FHEQ) in England, Wales and Northern Ireland, and Quality Assurance Agency (QAA) Subject Benchmark Statements. These qualifications are part of the UK Regulated Qualifications Framework (RQF).
2. "HOTEL SCHOOL" Hotel Management College is approved to deliver following Pearson BTEC Level 5 Higher National qualifications:
 - 2.1. Pearson BTEC Level 5 Higher National Diploma in **Hospitality Management** (mode of delivery: Full-time / Blended Learning; language of delivery: English / Russian / Latvian);
 - 2.2. Pearson BTEC Level 5 Higher National Diploma in **Culinary Arts Management** (mode of delivery: Full-time; language of delivery: English / Russian);
 - 2.3. Pearson BTEC Level 5 Higher National Diploma in **Business** (mode of delivery: Full-time; language of delivery: English).
3. Access to Pearson BTEC Higher National qualifications is available to everyone who is capable of reaching the required standards without any barriers that restrict access and progression.
4. The intake takes place all year round.
5. "HOTEL SCHOOL" Hotel Management College reviews the applicant's prior qualifications and/or experience to consider whether this profile shows that they have the potential to achieve the qualification.
6. Additional information about admission can be received in the following ways:
 - 6.1. Directly - Riga, Smilsu 3, 4th floor, room no. 47;
 - 6.2. Calling: +371 26634824 (whatsapp);
 - 6.3. Via E-mail: admissions@hotelschool.lv;
 - 6.4. By Skype: hotelschool.riga or
 - 6.5. In the Internet: www.hotelschool.lv.

ENTRY REQUIREMENTS

7. For students who have recently been in education, the entry profile is likely to include one of the following:
 - 7.1. A GCE Advanced Level profile that demonstrates strong performance in a relevant subject or adequate performance in more than one GCE subject. This profile is likely to be supported by GCSE grades A* to C (or equivalent), and/or 9 to 4 (or equivalent) in subjects such as maths and English;
 - 7.2. An Access to Higher Education Diploma awarded by an approved further education institution;

- 7.3. A related Level 3 qualifications;
- 7.4. Related work experience;
- 7.5. An international equivalent of the above.
8. "HOTEL SCHOOL" Hotel Management College may consider applicants' prior learning when considering their acceptance on a BTEC Higher Nationals, through Recognition of Prior Learning.
9. Students who are non-native English speakers and who have not undertaken their final two years of schooling in English, must demonstrate capability in English at a standard equivalent to the levels identified below, before being recruited to the programme where the programme is delivered in English:
 - 9.1. Common European Framework of Reference (CEFR) level B2;
 - 9.2. PTE 51;
 - 9.3. IELTS 5.5; Reading and Writing must be at 5.5;
 - 9.4. or equivalent.

ADMISSION

10. Applicants must complete an Application Form and submit:
 - 10.1. Copies of documents about previous education;
 - 10.2. A grading /mark list;
 - 10.3. An English language test result (if available);
 - 10.4. The personal ID or Passport;
 - 10.5. A document about changing last name (if necessary);
 - 10.6. A photo (3x4cm) or in *jpg* format.
11. Application forms are reviewed by Admission Committee of "HOTEL SCHOOL" Hotel Management College.
12. In order to verify the applicant's capability to achieve the qualification Admission Committee may organise an interview via Skype.
13. Successful applicants receive:
 - 13.1. A confirmation letter;
 - 13.2. A study contract;
 - 13.3. An invoice.

REGISTRATION

14. Students, who have signed the study contract and payed the first tuition fee for studies in accordance with the contract, as well as registration fee, will be registered for the qualification.
15. Students are obliged to start studies on the date set out in the study contract.
16. In order to obtain a Residence Permit for full time studies in Latvia HOTEL SCHOOL is going to register Non EU Citizens to equivalent study programme developed and accredited in Latvia.