Schedule 2 Admission to Bachelor's Degrees, Diplomas and Certificates

Part A Bachelor's Degrees

To gain admission to a bachelor's degree, all applicants must satisfy the requirements for University Entrance plus any specific admission requirements for the programme.

University Entrance

An applicant may be granted University Entrance under one of the following categories:

New Zealand Secondary School Qualifications

Special Admission

Discretionary Entrance

Ad Eundem Statum Admission

New Zealand Secondary School Qualifications

1. To gain University Entrance an applicant must have achieved one of the following:
   (a) from 2014 (for entry into university in 2015):

   NCEA Level 3, with:

   - Three subjects at Level 3 or above, made up of 14 credits in each of three approved subjects, and
   - Literacy – 10 credits at Level 2 or above, made up of 5 credits in reading and 5 credits in writing from a schedule of achievement standards approved for this purpose, and
   - Numeracy – 10 credits at Level 1 or above, made up of either specific achievement standards available through a range of subjects, or a package of three numeracy unit standards (26623, 26626, 26627).

   (b) from 2005:

   - a minimum of 42 credits at level 3 or higher on the National Qualifications Framework, including a minimum of 14 credits at level 3 or higher in each of two subjects from an approved list of subjects, with a further 14 credits at level 3 or higher taken from no more than two additional domains on the National Qualifications Framework or approved subjects, and
   - a minimum of 14 credits at level 1 or higher in Mathematics or Pangarau on the National Qualifications Framework, and
   - a minimum of 8 credits at level 2 or higher in English or Te Reo Māori; 4 credits must be in Reading and 4 credits must be in Writing. The literacy credits will be selected from a schedule of approved achievement standards and unit standards.

   (c) prior to 2005:

   - a grade of C or higher in each of three subjects of the New Zealand University Entrance, Bursaries and Scholarships (NZUEBS) examinations, and Higher School Certificate

- a New Zealand Bursary at 'A' or 'B' level
- a combination of NZUEBS A, B or C grades and have completed equivalent subjects registered on the National Qualifications Framework, and Higher School Certificate
- at least 13 credits at level 3 from the National Qualifications Framework in each of the three subjects from the approved list, and Higher School Certificate
- a grade of D or higher in each of four subjects of the New Zealand Universities Bursaries Examination prior to 1993
- New Zealand University Entrance prior to 1986

Special Admission

1. A New Zealand citizen or permanent resident who does not hold a university entrance qualification as detailed above, but who will have reached the age of 20 by the first day of semester for the programme for which admission is sought, is eligible to be enrolled as a student and may be granted Special Admission.
2. In exceptional cases, an applicant who does not hold a university entrance qualification and who has not reached the age of 20 by the first day of semester for which admission is sought may apply for special admission. In assessing whether to grant special admission in exceptional cases, the primary focus will be on the applicant's level of preparedness for the specified programme and course of study.

Discretionary Entrance

1. A person under the age of 20 years who
   (a) is a citizen or permanent resident of New Zealand; or a citizen or permanent resident of Australia whose most recent year of schooling was in New Zealand; and
   (b) does not meet the University Entrance standard; and
   (c) has received secondary schooling to at least New Zealand Year 12 level (or its equivalent overseas) and has completed NCEA Level 2 endorsed with Merit or better (or its equivalent). This should include at least 14 credits in each of 4 NCEA Level 2 (or higher) subjects, at least 3 of which must be on the approved subject list, and
   (d) has met the literacy and numeracy standards required for University Entrance, or their equivalents; and
   (e) (i) has not completed Year 13 at a New Zealand secondary school; or
   (ii) has undertaken study in Year 13 at a New Zealand secondary school, but has not attempted to qualify for University Entrance

   may apply for Discretionary Entrance. Each application will be considered on a case-by-case basis in relation to the programme applied for.
2. Persons who attempt to qualify for University Entrance in Year 13, but who fail to do so, may be considered for mid-year admission in the year following their NCEA assessment.
3. In special circumstances the Convenor of the Committee on University Academic Programmes (CUAP) Sub-Committee on University Entrance may permit persons who do not fulfil Clause (c) or Clause (d) or Clause (e) above to apply for Discretionary Entrance.

4. A person studying at a New Zealand secondary school, who is attempting to qualify for entrance to university, may apply for Discretionary Entrance in the same year for the purpose of enrolling in papers offered in a summer school. Any person admitted under this regulation who does not, in the following January, meet the University Entrance standard will be required to withdraw from the university and may re-apply for admission at mid-year. Students required to withdraw may complete their summer school programme before doing so, but any papers passed will not be credited to a qualification until a University Entrance qualification is gained.

Ad Eundem Statum (AES) Admission

1. Ad Eundem Statum Admission at Entrance Level

   1.1 Ad Eundem Statum Admission (Admission with Equivalent Status) at Entrance Level may be granted to an applicant who meets the criteria under one of the following categories:

   1.1.1 University of Cambridge International Examination (CIE)

   (a) An applicant who has undertaken CIE in a New Zealand secondary school must achieve the criteria in Table 1 below:

Table 1: University of Cambridge International Examinations (CIE)

Standard	University of Cambridge International Examination (CIE)
General	Achieve 120 points or above on the UCAS Tariff[a] at AS or A level from an approved list (equivalent to NCEA approved subject list) A grade of D or above in at least 3 different syllabus groups (excluding Thinking Skills).
Numeracy	A grade of D or above in IGCSE[b] Mathematics , or any mathematics subject passed at AS or A level.
Literacy	A grade of E or above in an English Language and/or English Literature subject at AS or A level.

a. UCAS (Universities and Colleges Admissions Service for the UK) Tariff = System which converts AS and A Level grades into points.
b. International General Certificate of Secondary Education

- The entry score will be based on the UCAS Tariff score detailed below in Table 2.
- The UCAS Tariff score will be accumulated over the last one to two years, in subjects at AS, A2 or A level from no more than 6 syllabus groups, equivalent to NCEA approved subjects.
- Where an applicant has studied more than 6 subject units the best 6 scores will be used.

Table 2: UCAS Tariff

UCAS Tariff						
Level	**A***	**A**	**B**	**C**	**D**	**E**
A	140 points	120 points	100 points	80 points	60 points	40 points
AS	–	60 points	50 points	40 points	30 points	20 points

(b) An applicant who has undertaken CIE in a country other than the United Kingdom or New Zealand must have achieved at least 3 A level results with at least one grade at level C or above from an approved list (equivalent to NCEA approved subject list), plus met the numeracy and literacy requirements to be considered for admission at entrance level. A result in General Studies will not be accepted.

1.1.2 International Baccalaureate (IB)

An applicant who has undertaken International Baccalaureate (IB) in a New Zealand or overseas secondary school must have been awarded the IB Diploma (24 points minimum) and have satisfied literacy and numeracy requirements by successfully completing either literature or language and literature (SL or HL) from IB Group 1, with English as the language and any mathematics subject from IB Group 5. New Zealand residents who have taken IB and have not had the diploma awarded may apply for discretionary entrance.

1.1.3 Special character New Zealand secondary school

(a) An applicant must have been awarded the Accelerated Christian Education Year 13 Academic Certificate with at least four credits in subjects designated Year 13.

(b) An applicant must have been awarded the Steiner School Certificate (SSC) level 3.

1.1.4 Year 13 of secondary school overseas (New Zealand applicants only)

An applicant who has completed the equivalent of Year 13 overseas must:

- have achieved at least 72 credits at NCEA level 2 or higher, including a minimum of 14 credits in each of three subjects from the approved subject list, and
- have satisfied the literacy and numeracy requirements for entrance from NCEA, and
- provide evidence of having studied overseas at an appropriate level (comparable to New Zealand Year 13) for no less than 20 weeks.

1.1.5 Australian high school ranking

An Australian or NZ Citizen or permanent resident who has completed study at an Australian high school must have achieved one of the following:

- ATAR rank of 69.5 or above
- OP rank of 14 or below.

1.1.6 Other international secondary or tertiary qualification

An appropriate qualification from an overseas secondary school or tertiary institution deemed by the University to be sufficient for entry into a bachelor's degree programme.

1.1.7 Approved foundation studies programme

An applicant must have successfully completed a foundation studies programme in New Zealand that has been approved by CUAP's Sub-Committee on University Entrance. Where this is a 60-point qualification, the applicant must have completed Year 13 at a New Zealand secondary school, or equivalent.

1.1.8 Approved course of study at level 3 or above at the Auckland University of Technology

An applicant must have successfully completed an approved course of study of 120 points at this University that prepares students for one or more specific degrees, or 60 points at level 4 or above when the applicant has completed Year 13 at a New Zealand secondary school, or equivalent.

1.1.9 Completion of an appropriate course of study at level 3 or above or equivalent from a recognised NZ tertiary provider

An applicant must have successfully completed an approved course of study of 120 points deemed by the University to be sufficient for entry into a bachelor's degree programme, or 60 points at level 4 or above when the applicant has completed Year 13 at a New Zealand secondary school, or equivalent.

1.2 In order to be granted Ad Eundem Statum at Entrance all applicants under Clause 1.1.3 to 1.1.9 above must have met the literacy and numeracy standards required for University Entrance, or their equivalents.

2. Ad Eundem Statum Admission with Credit or Graduate Status

2.1 An applicant who has completed degree level papers or qualifications from another New Zealand or overseas tertiary institution may be admitted ad eundem statum with credit or with graduate status.

3. In exceptional circumstances, an applicant may be considered for entry to a particular bachelor's degree who may not have fully met the criteria outlined above. In such cases, the University Entrance Advisory Group shall consider the application and advise the University Admissions Office accordingly.

Part B Specific Programme Admission

Admission to Bachelor's Degrees

Notwithstanding the requirements stated above, the University will consider applicants who present combinations of results from NCEA, CIE and IB for admission into open and restricted entry programmes. This includes combinations meeting literacy and numeracy requirements.

In addition to meeting the common University Entrance Standard, applicants for entry into some bachelor's degree programmes will be required to meet additional entry requirements[1] (other evidence such as a portfolio, an interview, a curriculum vitae, audition, references or a police clearance may also be required). This evidence will be used to determine the applicant's suitability for the programme. Preferred subject requirements may also be specified. Applicants may be interviewed in order to establish their potential to pursue the programme to a successful conclusion and/or, where applicable, to determine whether they have the attributes necessary for professional practice in the area.

Because of restrictions on funded student places and in some cases specialised work spaces or clinical placements, there will be a limitation on the number of students who can be enrolled in undergraduate programmes. The following overarching criteria will apply:

- Applicants must apply for a place before closing dates which can be found in individual programme study guides and on the University website.
- Applications received after the specified closing dates will be given reduced priority in consideration for a place in a programme and/or paper.
- Where the number of applicants for a place in a programme or course exceeds the approved number of available places, selection will normally be based on academic merit and in accordance with criteria that have been approved by the boards of studies.
- In those cases where the scholastic record is insufficient, e.g. for some applicants applying under Discretionary Entrance or Special Admission, other criteria such as evidence of accomplishments in the relevant field, employment history, academic preparedness (including English language or literacy) will be taken into account. Account will also be taken of the University's equity objectives.

The following table indicates where there are additional programme entry and selection requirements. Further details on specific selection criteria or processes for limited entry programmes or papers will be available from the faculty or department concerned.

1 Note: Additional subjects and preferred subjects refer to NCEA subject titles. Applicants without NCEA subjects may be required to provide evidence of equivalence.

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Bachelor's degrees with additional entry requirements and/or selection criteria

In the following table, unless otherwise specified, reference to any subject represents:

- **NCEA:** at least 14 credits in [the subject] at level 3 (or level 2 where stipulated);
- **CIE:** a D grade or better in [the subject] at AS or A level;
- **IB:** a grade of 4 or better in [the subject].

Lists A, B and C refer to the following groups of subjects:

List A: Classical Studies, Drama, English, Geography, Health Education, History, History of Art, Media Studies, Social Studies, Te Reo Māori or Te Reo Rangatira
List B: Biology, Chemistry, Earth and Space Science, Physics, Science
List C: Calculus, Mathematics, Statistics

Rank Score (also known as Academic Score) may be used by some programmes to determine academic achievement for selection purposes. The score is calculated by multiplying a student's best 80 NCEA credits at level 3 by weightings given to the level of achievement (achieved, merit or excellence) for those credits. Different calculations and scores apply for CIE and IB results. See http://www.aut.ac.nz/study-at-aut/entry-requirements/admission-to-bachelors-degrees/additional-requirements-and-selection-criteria for details.

Qualification	Additional Programme Entry Requirements	Selection Criteria and Processes
Bachelor of Arts (AK3704)		
Chinese Language		Interview may be required.
Interpreting *Translation*	High level of competency in English and one other language.	Students will complete an interview, listening test and writing test to assess their competency in both languages.
Bachelor of Communication Studies (AK3303)		Preference will be given to applicants who have completed Year 13 with the highest rank scores, including two subjects from **List A**. Other documentation may be required. Applicants who do not meet the preferred selection criteria above will be considered on a case-by-case basis where places are available.

Qualification	Additional Programme Entry Requirements	Selection Criteria and Processes
Bachelor of Computer and Information Sciences (AK3697)		Preference will be given to applicants with one or more subjects from **List C**. All other applicants will be considered on a case-by-case basis. Students who do not have the above background may be directed to take certain papers in their first year of study. Interview may be required.
Bachelor of Creative Technologies (AK1305)		Interview may be required. Evidence of creative ability such as a portfolio of artwork.
Bachelor of Design (AK3619)	Portfolio of art work.	Interview may be required.
Bachelor of Education ([Specialty] Teaching) (AK3594)	Must meet Education Council of Aotearoa New Zealand and the Vulnerable Children's Act (VCA 2014) requirements, including police clearance and personal declaration. Satisfactory referee reports	Interview, numeracy and literacy competency assessment.
Bachelor of Engineering (Honours) (AK3751)	Calculus and Physics. For applicants with CIE, one of the above subjects may be at AS Level.	Interview may be required.
Bachelor of Engineering Technology (AK3719)	Any subject from **List C**. Physics at Level 2 or above.	Interview may be required.
Bachelor of Health Science (AK3680)	Must be capable of meeting Health Practitioners Competence Assurance Act (HPCA Act 2003) and the Vulnerable Children's Act (VCA 2014) requirements, including police clearance.	Interview may be required for the *Counselling* major.

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Qualification	Additional Programme Entry Requirements	Selection Criteria and Processes
Bachelor of Health Science (Midwifery) † (AK1035)	The following requirements apply to applicants for all Health Science degrees with a clinical component (marked †): • Must be capable of meeting Health Practitioners Competence Assurance Act (HPCA Act 2003) and the Vulnerable Children's Act (VCA 2014) requirements, including police clearance. • Applicants with a Certificate in Health Care Support must have a B grade average or above, and have completed Year 13. • Applicants under Special Admission without previous tertiary qualifications must supply a CV and references. • Applicants with two or more years of secondary and/or tertiary education outside NZ must meet IELTS requirements. Applicants for *Midwifery* and *Nursing* require satisfactory references. Applicants for *Midwifery* and *Paramedicine* must hold a valid driver's licence.	Preference will be given to applicants with the highest rank scores and/or evidence of accomplishments in the relevant field. Any applicants who are transferring from a degree or similar will be considered under the Transfer Protocols of the Faculty. Applicants with two or more years of secondary and/or tertiary education outside NZ will be interviewed. For other applicants an interview may be required. Applicants who do not meet the preferred selection criteria below will be considered on a case-by-case basis. Secondary school subjects preferred for specific clinical areas are: *Midwifery:* Applicants will normally require 18 credits at level 3 in either Biology or Chemistry, and 16 credits in one subject from **List A** *Nursing:* One subject from **List A** or Te Reo Māori or Te Reo Rangatira, and one subject from **List B or C**. *Oral Health:* Biology and one subject from **List A**. *Paramedicine:* One subject from **List A** and one subject from **List B or C**.
Bachelor of Health Science (Nursing) † (AK3324)		
Bachelor of Health Science (Occupational Therapy) † (AK3410)		
Bachelor of Health Science (Oral Health) † (AK3113)		
Bachelor of Health Science in Paramedicine † (AK3680)		
Bachelor of Health Science (Physiotherapy) † (AK3313)		
Bachelor of Health Science (Podiatry) † (AK3713)		
Bachelor of Laws (AK1008)		Preference will be given to applicants who have completed Year 13 with the highest rank scores.
Bachelor of Māori Development (AK3453)		Preference will be given to applicants with English and Te Reo Māori/ Rangatira. Interview may be required.

Qualification	Additional Programme Entry Requirements	Selection Criteria and Processes
Bachelor of Mathematical Sciences (AK1271)		Preference will be given to applicants with one or more subjects from **List C**. Students who do not have the above background may be directed to take certain papers in their first year of study. Interview may be required.
Bachelor of Medical Laboratory Science (AK3432)	Must be capable of meeting Health Practitioners Competence Assurance Act (HPCA Act 2003) requirements, including police clearance. Biology, Chemistry and Statistics.	
Bachelor of Science (AK1041)		
Analytics *Applied Mathematics* *Astronomy* *Computer Science*		Preference will be given to applicants with one or more subjects from **List C**. Students who do not have the above background may be directed to take certain papers in their first year of study. Interview may be required.
Applied Conservation *Biomedical Science* *Chemistry* *Environmental Science* *Food Safety* *Food Science* *Geospatial Science* *Health Protection* *Marine Biology* *Microbiology*		Preference will be given to applicants who have 2 or more subjects from **List B**.

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Qualification	Additional Programme Entry Requirements	Selection Criteria and Processes
Bachelor of Sport and Recreation (AK3521)	Must be capable of meeting the Vulnerable Children's Act (VCA 2014) requirements, including police clearance.	Preference will be given to applicants with one subject from **List A** and either Physical Education or a subject from **List B or C**.
Outdoor Education		Interview may be required.
Bachelor of Visual Arts (AK3352)	Portfolio of art work.	Interview may be required.
CONJOINT PROGRAMMES – Applicants admitted to the conjoint degrees must meet the requirements for entry set by each of the component degrees.		
Applicable to all conjoint programmes:	NCEA Level 3 with merit, or equivalent. Applicants must meet any requirements for entry set by each of the component degrees. Where a student is applying on completion of the first year of study in one of the component degrees, they must have an average grade of B or better in their first year papers.	Interview may be required.

Diploma Programme Admission

To gain admission to an undergraduate diploma, all applicants must have completed Year 12 or equivalent and meet the specific admission requirements for the programme. Other evidence such as an interview, a curriculum vitae, references or a police clearance may also be required.

List A and D refer to the following groups of subjects:

List A: Classical Studies, Drama, English, Geography, Health Education, History, History of Art, Media Studies, Social Studies, Te Reo Māori or Te Reo Rangatira

List D: Business Studies, Economics, Physical Education, Te Reo Māori, Te Reo Rangatira

Qualification	Additional Programme Entry Requirements	Selection Criteria and Processes
Diploma in Applied Science (AK3750)	Completion of Year 12 NCEA 48 credits at level 2 or higher including 8 credits at level 2 in any one subject from **List A or D**. CIE 60 points on the UCAS Tariff, including any one subject similar to the NCEA subjects listed above.	*Anaesthetic Technician pathway* Letter of confirmation from training hospital. *Pre-Chiropractic pathway* Letter of Intention from the New Zealand Chiropractic College
Diploma in Chinese (AK3428)		Completion of Year 13 is recommended.
Diploma in Culinary Arts (AK3714)		Interview may be required.
Diploma in Japanese (AK3429)		Completion of Year 13 is recommended.
Diploma in Patisserie (AK3731)		

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Qualification	Additional Programme Entry Requirements	Selection Criteria and Processes
Diploma in Sport and Recreation (AK3246)	Must be capable of meeting the Vulnerable Children's Act (VCA 2014) requirements, including police clearance. Completion of Year 12 NCEA 48 credits at level 2 or higher including 8 credits at level 2 in any one subject from **List A or D**. CIE 60 points on the UCAS Tariff, including any one subject similar to the NCEA subjects listed above.	Preferred subjects on entry are Level 2: English, Health Education, Mathematics with Calculus, Physical Education, Sciences. Statement letter of intent required. Interview may be required. Addendum.[a]
Diploma in English Language (AK3770)	Completion of Year 12 NCEA 48 credits at level 2 or higher including 8 credits at level 1 in any one subject from **List A or D** or ESOL Level 3 credits in reading and writing.	Interview may be required.
Diploma in Business (AK1006)	Applicants are required to have met University Entrance requirements.	
Diploma in Māori Development (AK3768)		Interview may be required.
Diploma in Interpreting and Translation (AK3771)	Not open to school leavers. Applicants must demonstrate proficiency to undergraduate degree level in English and an additional language.	Interview may be required.
Diploma in Paramedic Science (AK1011)	Must be capable of meeting the Vulnerable Children's Act (VCA 2014) requirements, including police clearance.	

a. This is usually in the form of a written commentary which may list reasons for choosing the course of study, related experience and or understanding of the career choice.

Certificate Programme Admission

To gain admission to an undergraduate certificate, all applicants must meet the specific admission requirements for the programme. Other evidence such as an interview, a curriculum vitae, references or a police clearance may also be required.

List A and D refer to the following groups of subjects:

List A: Classical Studies, Drama, English, Geography, Health Education, History, History of Art, Media Studies, Social Studies
List D: Business Studies, Economics, Physical Education, Te Reo Māori, Te Reo Rangatira

Qualification	Additional Programme Entry Requirements	Selection Criteria and Processes
Certificate in Employment Skills English (AK3445)	Evidence of suitability to undertake the programme.	A language background other than English. Placement test and interview will be required.
Certificate in English Language (AK1237)		Placement test and interview will be required. Completion of Year 12 (or equivalent) preferred.
Certificate in Applied Science (AK1018)	Completion of Year 12 or equivalent.	Preference will be given to applicants with at least 12 credits at level 2 in one subject from **List B**, and 12 credits at level 2 in one or more subjects from **List A, B or C**.
Certificate in Foundation Studies (AK3716)		
Certificate in Practical Patisserie (AK3546)		

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Qualification	Additional Programme Entry Requirements	Selection Criteria and Processes
Certificate in Hospitality and Tourism (AK3598)	Completion of Year 12 or equivalent. NCEA 48 credits at level 2 and 8 credits at level 1 or higher in one subject from **List A or D**. Applicant must be at least 17 years of age. CIE 60 points on the UCAS Tariff.	
Certificate in Social Sciences (AK3724)	Completion of Year 12 or equivalent. 48 credits at level 2 and 8 credits at level 1 or higher in one subject from **List A or D**.	Applicants will be selected on the basis of the appropriateness of NCEA subjects to the study of Social Sciences.
Certificate in Sport and Recreation (AK3761)	Must be capable of meeting the Vulnerable Children's Act (VCA 2014) requirements, including police clearance. Completion of Year 13.	Interview may be required, two references, statement letter of intent and Addendum.[a]
Certificate in Communication Studies (AK3477)	Completion of Year 12 NCEA 48 credits at level 2 or higher and 8 credits at level 1 or higher in at least one subject from **List A**. CIE 60 points on the UCAS Tariff.	Interview, CV, reference, letter of application and school report.
Certificate in Science and Technology (AK1311)		The course of study of every applicant is subject to the approval of the programme leader. Preference will be given to applicants with NCEA 12 credits at level 2 or higher in Mathematics, and; 8 credits at level 2 or higher in at least one language rich subject.
Certificate in English for Academic Study (AK3309)	NCEA 48 credits at level 2 or higher and 8 credits at level 1 or higher in any subject from **List A or D**, or ESOL Level 3 credits in reading and writing. Satisfactory performance in the Placement Test.	Interview will be required.

Qualification	Additional Programme Entry Requirements	Selection Criteria and Processes
Certificate in [Specialty] Education (AK1275)	Applicants are required to have met University Entrance requirements. Must meet Education Council and the Vulnerable Children's Act (VCA 2014) requirements, including police clearance and personal declaration. Satisfactory referee reports	Interview, numeracy and literacy competency
Certificate in Conflict Resolution (AK3653)		CV, interview may be required. Relevant community or work experience.
Certificate in Business (AK4740)	Completion of Year 13 or equivalent.	Preference will be given to applicants who have at least 50 NCEA Level 3 credits and have met the literacy and numeracy requirements for University Entrance or equivalent.
Certificate in Legal Studies (AK2601)	Applicants are required to have met University Entrance requirements.	
Certificate in Māori Development (AK3767)		Interview may be required.

a. This is usually in the form of a written commentary which may list reasons for choosing the course of study, related experience and or understanding of the career choice.

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