



## ADMISSIONS POLICY

### Purpose

The Australian Institute of Business (AIB) seeks to offer quality online, higher education that is accessible, practical, fit for the digital age, and which supports the professional aspirations of students, Higher Degree by Research (HDR) candidates and graduates.

This policy establishes how the admissions criteria are determined and approved for all AIB award Courses.

### Scope

This policy applies to all applications for admissions to AIB award Courses.

### Definitions

Unless otherwise defined in this document, all capitalised terms are defined in the [glossary](#).

### Policy

#### 1. Principles

1.1. The principles that underpin the admissions process are that AIB:

- (a) Ensures that all admissions criteria, including amendments, are approved by the Academic Board;
- (b) Will only admit person(s) to a coursework or research Course if they believe that person has the potential to complete the Course successfully within the maximum Course duration;
- (c) Will apply admission decisions in a consistent, equitable and transparent manner;
- (d) Will support the values of equity and diversity through its admissions process and Course entry criteria;
- (e) Will adhere to all applicable regulatory requirements;
- (f) Ensures that admissions requirements are clearly communicated to prospective students and HDR candidates; and
- (g) Ensures that admission requirements are of an appropriate level and detail to be confident that only students with a reasonable prospect of success are admitted.

**Related Policies and Procedures:**

Admissions Procedure  
Articulation, Credit Transfer and Recognition of Prior Learning Policy and Procedure  
Assessment of Academic Qualifications Policy  
Delegations of Authority Policy and Procedure  
Higher Degrees by Research Policy and Procedure  
Records Management Policy and Procedure  
Student Support Policy and Procedure  
Withdrawal and Deferral Policy and Procedure

**Legislative References:**

*Higher Education Support Act 2003 (HESA Act)*  
*Higher Education Provider Guidelines*  
*Higher Education Standards Framework 2021 (Threshold Standards)*  
*Student Identifiers Act 2014*

**Responsibility:**

Academic Dean

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