

EXCEPTIONAL CASE/NON-STANDARD APPLICATION TO POSTGRADUATE STUDIES
For applicants who do not have relevant Honours 2.2 Level 8 bachelor award, equivalent or higher to meet minimum entry requirements

School of ... College of

REPORT of Application Evaluation by School Sub-Committee on Exceptional Case Entry

Postgraduate **PROGRAMME** concerned _____ CODE:

Research Pg Diploma: **MPhil:** **PhD**

Applicant 's NAME: _____

Evaluation criteria: The criteria for evaluating non-standard/exceptional case applications to postgraduate level in the School – whether it is evaluation of formal, certificated learning, or non-formal I/work-related learning– generally seek to establish if a good match is evident between the applicant's prior learning and the level and nature of learning of the receiving studies. In considering a good match the criteria below for assessing evidence of both formal, certificated learning (APCL) and for experiential, non-formal, work-related learning (APEL) are generally used across higher education.

APCL ASSESSMENT CRITERIA

for certificated learning)

CRITERIA	Good match	Poor match	Notes
Volume in years			
Volume in credits			
Level/depth			
Learning outcomes			
Content			
Reading lists			
Thesis, project or major products			
Practice placement			
Internship			
Currency of learning			
Examination papers			
Transcript of results			
Placement on ENIC-NARIC, QualRec etc			

APEL ASSESSMENT CRITERIA

for work-related and experiential learning

CRITERIA	Good match	Poor match	Notes
Relevance to the particular postgraduate studies			
Currency/recency of the learning (kept up-to-date)			
Sufficiency in relation to extent and depth required			
Level of the learning in relation to NQF descriptors, EQF or Dublin Descriptors			
Authenticity: genuinely the evidence of learning of the applicant			
2 References relevant and useful			
Publications relevant			

Application academic Interview	Yes <input type="checkbox"/>	No interview conducted <input type="checkbox"/>
	Interview report attached <input type="checkbox"/>	

OVERALL SUB-COMMITTEE EVALUATION RESULT

Capacity of applicant to succeed	Sufficient evidence <input type="checkbox"/>	Insufficient evidence <input type="checkbox"/>
Research proposal if applicable	Acceptably <input type="checkbox"/>	Needs development <input type="checkbox"/>
	Needs redrafting <input type="checkbox"/>	Not appropriate <input type="checkbox"/>

Approve application for:	Programme <input type="checkbox"/>	Research PgDip <input type="checkbox"/>	MPhil <input type="checkbox"/>	PhD <input type="checkbox"/>
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Refuse application:	<input type="checkbox"/>	
Recommended action	Academic Interview required <input type="checkbox"/>	Provide more information <input type="checkbox"/>
	Advanced entry to Level 8 Programme <input type="checkbox"/>	Masters/MPhil Qualifier <input type="checkbox"/>
	Language classes required <input type="checkbox"/>	Other <input type="checkbox"/>

Sub-Committee evaluators

Chair:

Date:

Head of School/nominee

Head of Department:

Subject matter expert:

Subject matter expert:

EXCEPTIONAL CASE/NON-STANDARD APPLICATION TO POSTGRADUATE STUDIES
For applicants who do not have relevant Hons 2.2 Level 8 bachelor award, equivalent or higher

School of Construction, College of Engineering and Built Environment

REPORT from ACADEMIC INTERVIEW to School Committee on Exceptional Case Entry

Postgraduate PROGRAMME concerned _____ CODE:

Research PgDiploma: MPhil: PhD

Applicant 's NAME: _____

- | | | |
|---|------------------------------|-----------------------------|
| 1. Applicant well informed about programme of study | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 2. Applicant aware of workload involved | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 3. Applicant aware of own capacity to succeed | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 4. Applicant aware of potential outcomes for own future | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 5. Applicant's oral communication skills adequate | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 6. Applicant's written communications skills adequate | YES <input type="checkbox"/> | NO <input type="checkbox"/> |

Interviewer 1:

Interviewer 2:

Date:

EXCEPTIONAL CASE/NON-STANDARD APPLICATION TO POSTGRADUATE STUDIES
For applicants who do not have relevant Hons 2.2 Level 8 bachelor award, equivalent or higher

School of Construction, College of Engineering and Built Environment

REPORT of Application APPEAL by School Committee on Exceptional Case Entry

Postgraduate PROGRAMME concerned _____ CODE:

Research Pg Diploma: MPhil: PhD

Applicant 's NAME: _____

- | | | |
|--|------------------------------|-----------------------------|
| 1. Additional information provided | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 2. Additional Information is useful and relevant | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 3. Academic interview conducted | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 4. Interview report positive | YES <input type="checkbox"/> | NO <input type="checkbox"/> |

Decision:

Accept appeal and accept application

Reject appeal

Signatures:

Chair:

Head of School:

Head of Dept: 2

Programme co-ordinator

DATE:

Head of Dept.1

Subject matter expert: