

► Applicant Glossary of Terms

Term	This means
Programme	A programme of learning is what you study at college which will include a number of parts including your main qualification, possibly English and maths, digital skills, personal development around attributes and behaviours and work experience.
Pathway	Your pathway is a number of programmes that take you to employment, an apprenticeship or university course in your chosen field.
Faculty	Your faculty is the department in college that run your pathways. We have six....
Apply, application, applied	When you fill out a form to say you would like to join a specific programme you become an applicant and we will work with you through the application steps until you become a student.
Applicant	A person with an application in progress.
Late applicant	A person applying after 1 March.
ID number	As an applicant, you will be given a unique number which we use during your application and will stay with you if you become a student and throughout your time at college.
Conditions of entry	To be accepted on a programme we often need to see that you have achieved specific GCSE grades, passed an assessment or that you have participated in some preparation activities.
Offer, offered	Your programme offer is a letter or email that we send to you to say we are expecting you to join a particular programme and reminding you about the conditions of entry. Your offer does not mean that you are a student yet, but we hope so.
Accept	We ask you to send a text or email to let us know that you are intending to join that programme we have offered you and that you understand the conditions of entry.
Portal	If you applied online you will have access to a website portal which will update your status as either, applied, offered, accepted and enrolled.
Enrol, enrolment	Enrolment is the stage where we have confirmed that you have met any entry requirements and that the programme is right for you. You formally sign to say you agree to becoming a student. Once you are enrolled you are officially a student.
ID card	As an enrolled student you will get a card which shows our picture and ID number. The card contains a chip that you give you entry to college buildings and you must wear it around your neck at all times, so we know that you are a student.
IAG (Information, Advice and Guidance)	Any late applicant after GCSE results day joins an IAG session to discuss joining a programme. If there is a suitable programme, and spaces available, we will enrol you.
ALO (Activate Learning Online)	Our online learning platform is Activate Learning Online, which we call ALO. As an applicant with an offer, you will have an IT account and a log-in to ALO where you can complete some online activities before you become a student.