

The Institute of Ismaili Studies

Expected timescales, key milestones and application deadlines.

2.2 The IIS is firmly committed to promoting equal opportunity. The recruitment and selection of students should only ascertain whether the individual meets, or is likely to meet, the requirements of the programme or course as per the approved selection criteria. Staff participating in the selection process should be made aware of this principle and the selection criteria via the relevant department.

2.3 **Applications** from students with disabilities are examined on the same academic grounds as all other applicants. Applicants are invited to disclose their disability at the point of application or as soon as possible at any point through the process, to ensure that any special arrangements can be put in place. Applicants can request information and advice around the suitability of the building and the programme delivery mode, and on the potential adjustments that could be made available. Information regarding disability will be kept confidential, subject to the Data Protection Act 2018. Disability-related admissions information will only be shared with relevant staff on a strict need-to-know basis. Applicants can also contact the relevant admission officer to speak about their needs in confidence.

2.4 Some postgraduate programmes postgraduate p841.2 reW*nBT/F3 1o poin0BT/F3 11.04 To tammes

4.1 All applications for programmes are made directly to the IIS following the procedures

As per the Student Transfer Policy, the IIS does not normally permit mid-stream transfer including the direct entry of students for admission partway through its programmes from external students or accept direct entrants from one of its own programmes to

Policy for further details.

The IIS may, at its sole discretion, permit students to enter a programme at an advanced stage on the basis of prior learning where a student has already

Learning Policy for details.

5 Interviews

- 5.1 In case interviews are part of the application process this must clearly be specified in the pre-application materials accessible to all applicants (typically the programme prospectus). In this case all applicants must be interviewed, and no exceptions or alternatives are admissible.
- 5.2 An interview is defined as a meeting with an individual applicant, where the assessors can further explore the suitability of a candidate for the chosen programme of study, and can also be used to allow the applicant the opportunity to further elaborate on their

reserves the right to correct errors that may have been made in the communication of decisions and offers.

6.4 The IIS reserves the right to

