

## **Procedure for under 18 applications**

Upon meeting the minimum programme entry requirements, the legal parent or guardian of an applicant who are under 18 years of age will be required to accept on behalf of the applicant the offer of a place to study at HWUM and provide consent in writing. This consent includes acknowledging that the University will not act in "loco parentis".

If the applicant is below 16 years of age and able to meet the internship requirements by the programme, the Head of Student Recruitment or nominee will be responsible for arranging an interview with the relevant Head of School and Head of Registry and Academic Support. The aim of this interview is to assess the applicant's ability to cope with the requirements of the programme and the University, as well as adapting to the adult learning environment in order to be successful in the programme of study. The final outcome from this interview will be either to make an offer to the applicant or reject the application. The offer must be authorised by the COO and Registrar of HWUM.

## **Requirements and restrictions for students under 16**

1. The applicant must provide proof of outstanding academic performance and actual final results in an entry qualification for admission into the programme of study in order to be considered by the University.
2. The University will not act in "loco parentis" and parents/guardian is required to complete the compulsory under 16 consent form/agreement before the applicant be allowed to enrol.
3. Note that the University is a learning environment for adults. Therefore, all learners are expected to be independent. The University will deal with students directly without prior notice to parents/guardians unless when dealing with health and safety issues.
4. The University cannot have any students who are below 17 years old in our student accommodation.
5. The student has to be accompanied by a parent or guardian to the University on a daily basis.
6. The student is not allowed to undertake any external activities including educational visits even though they are part of the learning requirements.
7. The student is not allowed to join any student clubs and societies at the University nor any activities organised by them until the age of 16.
8. The student is not allowed to transfer to the UK or Dubai under the Go Global programme until the age of 17.
9. Another student from the same cohort will be appointed by the School to accompany the student on campus as a "peer buddy" to help the student with transitions, remembering the University rules and procedures, and increase social interaction within the classroom.
10. The Head of School/Programme or nominee will be appointed as the point of contact for parents/guardians to request information about the student.
11. The student must, on a daily basis, report at the School Office when arriving at the University and before departing. Parents/Guardians will be contacted by School if the student did not show up on the day with for scheduled classes.