

## ***Admission Regulations***

### **1. Foundation Programme**

Persons shall be eligible to be admitted to study for the Foundation Certificate programme if they have:

- a) completed the appropriate Preliminary programme of the University, or
- b) achieved a minimum of 200 marks in the Fiji School Leaving Certificate Examination or equivalent, with at least 50% in English, or
- c) Admission with Standing. Admission with Standing for this programme requires the applicant to be at least 21 years of age, and have relevant work experience.

### **2. Certificate Programmes**

Persons shall be eligible to be admitted to study for a Certificate in any subject in which a Certificate is offered if they have:

- a) obtained the appropriate University Foundation Certificate, or
- b) passed the Fiji Form Seven Examination normally with an aggregate of at least 250 marks in 4 subjects with a minimum of 50% in English,
- c) Admission with Standing for Certificate requires, either:
  - i) at least a pass in the Fiji Secondary Leaving Certificate Examination (Form 6) or equivalent with 50% in English, and at least 2 years of relevant work experience, or
  - ii) the applicant be at least 21 years of age, and have relevant work experience.

### **3. Diploma Programmes**

Persons shall be eligible to be admitted to study for a Diploma in any subject in which a Diploma is offered if they have:

- a) obtained the appropriate University Foundation Certificate, or
- b) passed the Fiji Form Seven examination normally with an aggregate of at least 250 marks in 4 subjects with a minimum of 50% in English, or
- c) passed any examination deemed by the University to be equivalent to the University Foundation Education Certificate, or
- d) obtained the University Entrance Certificate, or
- d) Admission with Standing for a Diploma entry requires, either:
  - i) at least a pass in the Fiji School Leaving Certificate Examination or equivalent with 50% in English, and at least 2 years of relevant work experience, or
  - ii) the applicant be at least 21 years of age, and have relevant work experience.

### **4. Bachelor's Degrees**

General Admission Regulations of Bachelor's Degree (other than LLB & MBBS)

4.1 Persons shall be eligible to be admitted to study for a Bachelor Degree in any subject in which a Bachelor Degree is offered if they have:

- a) passed the University Foundation programme, or
- b) passed the Fiji Form Seven Examination, normally with an aggregate of at least 250 marks in 4 subjects with a minimum of 50% in English, or
- c) passed any examination deemed by the University to be equivalent to the University Foundation programme,
- d) Admission with Standing for a Bachelor Degree programme entry requires, either:
  - i) at least a pass in the Fiji School Leaving Certificate Examination (Form 6) or equivalent with 50% in

- English, and at least 2 years of relevant work experience, or
- ii) the applicant be at least 21 years of age, and have relevant work experience.

4.2 To be eligible for degree studies, under clause 1.1(a), persons must have:

- a) a grade of C in LLCF11 and LLCF12
- b) a grade of C in 5 other Semester-long courses
- c) an average C grade in MTHF11 & MTHF12 (year long sequence) if intending to do a BSc in Mathematics.

### 4.3 Bachelor of Laws

The following specific regulations apply:

- (a) To enter the LLB or the combined BA/LLB, BCom/LLB and BIT/LLB persons must have:
  - (i) passed the Fiji Form 7 Examination or its equivalent; or
  - (ii) passed the University Foundation Programme; or have
  - (iii) admission with standing/mature entry.
- (b) Persons who have taken Fiji Form 7 must obtain an aggregate of not less than 250 marks out of 400 with at least 60% in English and at least 50% in any other three subjects from the following: Accounting, Agricultural Science, Biology, Chemistry, Computer Studies, Economics, Fijian, Geography, Hindi, History, Mathematics, Physics or Technology.
- (c) For admission from the University of Fiji Foundation Programme (or its equivalent) the following minimum requirements shall apply:
  - (i) a grade of C in LLCF11 and LLCF12
  - (ii) a grade of C in each of 5 other semester long courses.
- (d) For admission with standing persons must:
  - (i) Have at least passed Fiji School Leaving Certificate Examination (Form 6) or equivalent with 60% in English and at least 2 years of relevant work experience, or
  - (ii) Be at least 21 years of age and have relevant work experience.

#### **4.4 Bachelor of Medicine and Bachelor of Surgery**

The following specific regulations apply for the MBBS

- (a) To enter the MBBS Programme persons must have:
  - (i) passed the Fiji Form 7 Examination or its equivalent; or
  - (ii) passed the USP or The University of Fiji Foundation Programme in accordance with (c) below;
  - (iii) obtained either a Bachelor's or Master's Degree;
  - (iv) admission with Standing/Mature Entry.
- (b) Persons who have taken the Fiji Form 7 Examination must have passed the Examination normally with an aggregate of not less than 300 marks out of 400 with a minimum of 50 marks in English and three science subjects from Biology, Chemistry, Mathematics and Physics.
- (c) To be eligible for admission from the Foundation Programme persons must meet the following minimum requirements:
  - (i) A grade of C+ in LLCF11 and LLCF12
  - (ii) A grade of B+ in each of 3 subjects from Biology, Chemistry, Mathematics and Physics.
- (d) Admission with Standing/Mature Entry  
Persons may be granted admission if;
  - (i) they have undertaken courses at another institution, deemed to be acceptable to the Senate.
  - (ii) Mature Entry-Persons must:
    - be at least 21 years of age and have relevant work experience;
    - have passed 2 science subjects in FSLC; and
    - pass an Entry Examination set by the Senate.

An interview will be an integral part of the admission process.

#### **5. Admission with Standing/Mature Entry**

- (a) Persons who are not eligible to be admitted under the eligibility provisions of any programme may be granted permission by the Senate to enroll for that programme as 'Admission with Standing'.

- (b) In coming to a decision on any applicant for 'Admission with Standing' the Senate shall take into account the person's age, academic background, the nature of the employment or occupation in which she/he has been engaged, the programme applied for, and the likelihood of her/him being able to satisfy the requirements of the programme in which she/he seeks to enroll.
- (c) The Senate may also require the person to pass such examinations or tests as it may prescribe as a prerequisite for any such enrolment.

## **6. Postgraduate Programmes**

The University of Fiji offers Postgraduate Certificates (PGC), Postgraduate Diplomas (PGD), Masters Degrees, Doctoral Degrees (PhD), and other postgraduate qualifications approved by the Senate and Council.

### **6.1 Postgraduate Diploma**

- 6.1.1 To qualify for entry into the postgraduate diploma programme, candidates should possess either:
  - a) the degree of Bachelor of the University of Fiji with a GPA of at least 3.0 in the 200 and 300 level courses in the appropriate major, or
  - b) a qualification obtained from some other tertiary institution deemed by the Senate/Academic Committee to be equivalent to the requirements set out in (a) above, or
  - c) a professional qualification deemed by the Senate/Academic Committee to be equivalent to the requirements set out in (a) above.

- 6.1.2 Students may also be considered who do not satisfy requirements in i) to iii), but who can demonstrate that they have the experience or achievement relevant to the proposed programme of study which the Senate deems to be sufficient for the candidate to pursue the postgraduate diploma programme at a satisfactory level.
- 6.1.3 Notwithstanding the provisions set out in clause 2.1.1 of this regulation, the Senate may require applicants to demonstrate their suitability for admission by carrying out such work and/or sitting such examinations as it may determine.

## **6.2 Postgraduate Diploma in Teaching**

To be admitted to the PGDT programme, candidates are normally expected to have achieved a GPA of C+ in their undergraduate degree with majors in two subjects that are offered in secondary schools

## **6.3 Master's Degree**

- 6.3.1 To qualify for entry into the degree of Master, the candidate must possess either:
- a) the degree of Bachelor of the University of Fiji with a GPA of at least 4.0 in the 200 and 300 level courses in the appropriate major, or
  - b) a qualification obtained from some other tertiary institution deemed by the Senate to be equivalent to the requirements set out in (a) above, or
  - c) a postgraduate diploma in an appropriate field of study from the University of Fiji with a GPA of at least 3.0 in the PGD courses, or
  - d) a qualification from some other tertiary institution deemed by the Senate to be equivalent to the requirements set out in (c) above, or

- e) a professional qualification deemed by the Senate to be equivalent to the requirements set out in (a) above.

#### **6.4 Postgraduate Diploma/Masters in Educational Leadership**

To qualify for entry into the Postgraduate Diploma/ Masters in Educational Leadership, the candidate must possess:

- a) a recognized teacher training qualification,
- b) a good Bachelor's degree, and
- c) at least 3 years of teaching/professional experience.

Candidates who do not have a Bachelor's degree but have been in the education field as qualified teachers/administrators for at least 10 years may be admitted on passing a qualifying examination.

#### **6.5 Master of Teaching**

Candidates for admission to the Master of Teaching programme must hold a recognised professional teaching qualification, preferably but not exclusively a degree and a teaching diploma/certificate. A minimum of three years teaching experience is required.

They must be practising teachers normally in full-time employment or with continuing access to a school or other educational setting. Admission will be restricted to candidates who demonstrate through interview and by testimonial, interest in improving their practice through evidence-based reflective and/or collaborative action with other professionals.

#### **6.6 Master of Business Administration**

Candidates for admission to the MBA programme must hold graduate qualifications in any discipline with at least three years of supervisory/managerial experience. Those without a degree will also be considered for admission based on their academic background and professional experience. Bridging courses will be offered as appropriate to suit individual applicants.

## **6.7 Doctor of Philosophy (PhD)**

6.7.1 To qualify for entry into the doctoral programme, candidates must possess:

- a) a Master's Degree from the University of Fiji with a B average pass, or
- b) a qualification from another tertiary institution deemed by the Senate to be equivalent to the requirements set out in (i) above.