



Admissions Policy (HE)

2026/27

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Owner	Quality and Standards Committee
Approving body	Board of Directors
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See Appendix A for version history

Admissions Policy (HE)

1. Purpose

- 1.1. Boomsatsuma Education Ltd ('Boomsatsuma') is committed to operating a fair, transparent, accessible and consistent admissions process for applicants to its higher education programmes.
- 1.2. The purpose of this Policy is to explain how applications are considered, how offers are made, what information applicants can expect to receive, and how applicants may raise concerns about the admissions process.
- 1.3. The Policy is intended to support:
 - Fair access to higher education
 - Clear and accurate information for applicants
 - Consistent admissions decision-making
 - Compliance with relevant consumer protection, equality, data protection and higher education regulatory expectations
 - The protection of academic standards
 - Appropriate alignment between admissions, student terms and conditions, tuition fees, recognition of prior learning, student transfer, enrolment, complaints and student protection arrangements.
- 1.4. Related policies and procedures are signposted where they are relevant in this Policy, and are listed at the end for reference.

2. Scope

- 2.1. This Policy applies to applicants seeking admission to higher education programmes delivered by Boomsatsuma. This includes prospective applicants, applicants, and applicants who have accepted an offer but have not yet completed enrolment.

2.2. The Policy applies to applications for:

- Entry to the first year of an undergraduate programme
- Entry with advanced standing, where an applicant seeks to enter at a later stage of a programme
- Transfer into Boomsatsuma from another higher education provider
- Deferred entry, where permitted
- Entry through UCAS, Clearing or any other admissions route approved and published by Boomsatsuma.

2.3. Once an applicant has enrolled as a student, matters relating to their study, conduct, support, complaints, interruption, withdrawal, transfer or progression will be considered under the relevant student policy or procedure. Boomsatsuma will explain the appropriate procedure where there is any uncertainty.

2.4. This Policy does not replace any academic regulations or requirements of an awarding body, validating partner or professional body where these apply to a programme. Where such requirements affect admission, enrolment, recognition of prior learning or progression, Boomsatsuma will explain this to applicants where relevant.

3. Admissions Principles

3.1. Boomsatsuma will operate admissions in a way that is fair, transparent, accessible and consistent.

3.2. Applicants will be provided with clear, accurate and timely information to support informed decision-making before they apply, accept an offer and enrol.

- 3.3. Admissions processes will be accessible. Boomsatsuma will make reasonable adjustments where required and will not treat applicants less favourably on the basis of a protected characteristic or any other irrelevant consideration.
- 3.4. All applicants being considered for an offer will be invited to interview as part of the admissions process. The interview will consider the applicant's motivation, interest in the subject, potential to succeed and, where available, existing creative, technical or professional practice.
- 3.5. Admissions decisions will be made against published entry requirements, programme requirements and selection criteria. Decisions will be based on relevant information, including academic suitability, interview outcomes, potential to succeed and the protection of academic standards.
- 3.6. Admissions decisions will be recorded appropriately. Boomsatsuma will use admissions data, applicant feedback, appeals and complaints to monitor fairness and improve its admissions process.

4. Responsibilities

- 4.1. The Admissions Team is normally the first point of contact for prospective applicants and applicants. The Admissions Team can be contacted at admissions@boomsatsuma.com.
- 4.2. The Admissions Team is responsible for:
- Responding to admissions enquiries
 - Providing information and guidance about the application process
 - Arranging interviews, portfolio reviews or other selection activities where required
 - Communicating with applicants about the progress of their application
 - Maintaining admissions records
 - Issuing offer information

- Supporting applicants with questions about tuition fees, student finance, fee status, deferral, transfer and enrolment
- Referring applicants to other teams where specialist advice or support is required.

4.3. Heads of Programme are responsible for supporting academic admissions decisions for their programme area. This may include:

- Interviews
- Portfolio reviews
- Assessment of academic suitability
- Consideration of Recognition of Prior Learning
- Advice on applications for advanced standing or transfer

4.4. The Student Support and Wellbeing Team may provide advice where an applicant discloses a disability, long-term health condition, mental health condition, learning difference or support need.

4.5. The Head of Higher Education has overall responsibility for the operation and oversight of higher education admissions at Boomsatsuma.

4.6. Admissions data and outcomes will be monitored through the Academic Board to support fairness, consistency, access and continuous improvement.

5. Relationship with the Awarding Body

5.1. Boomsatsuma's higher education programmes are awarded by Kingston University London under a subcontract/franchise arrangement. Kingston University is the awarding body, which means it is responsible for confirming and awarding degrees and any approved intermediate awards in line with its academic regulations.

5.2. Applicants who accept an offer to study on a Boomsatsuma higher education programme do so understanding that they will also enrol with Kingston

University. Enrolling with Kingston University includes agreeing to abide by their General Student Regulations (GR1) [\[Link\]](#) alongside other University policies, as set out in the applicant's offer letter.

- 5.3. Boomsatsuma delivers the teaching, learning and student support for the programmes, and manages its own admissions process. Kingston University oversees the quality and academic standards of the programmes through its validation, academic regulation and quality assurance arrangements.
- 5.4. If the validation or awarding arrangements for a programme change, affected applicants and students will be contacted as soon as reasonably practicable. Boomsatsuma will explain what has changed, how it may affect them, and what options or support are available.

6. Information for Applicants

- 6.1. Applicants will be given clear, accurate and up-to-date information about Boomsatsuma's higher education programmes and admissions process. This is to help applicants make informed choices before they apply, accept an offer and enrol.
- 6.2. Programme and admissions information includes:
- Programme title
 - Award title and awarding body
 - Mode and duration of study
 - Start date
 - Delivery location
 - Entry requirements
 - Application route
 - Selection process, including interview requirements
 - Tuition fees
 - Mandatory additional costs
 - Teaching, learning and assessment methods

- Core programme structure
- Attendance and engagement expectations
- Any equipment, placement, project or other programme-specific requirements.

6.3. The main source of current programme and admissions information is the Boomsatsuma website. Key information is also provided or signposted through UCAS, applicant emails, offer information, open events and admissions events. Additional information not available on the Boomsatsuma website may be available on the Kingston University website.

6.4. Boomsatsuma takes reasonable steps to keep applicant information accurate and up to date. If information is inaccurate, incomplete or materially changes, Boomsatsuma will correct it and inform affected applicants where appropriate.

7. Advice before Applying

7.1. Prospective applicants and applicants can contact the Admissions Team at admissions@boomsatsuma.com if they are unclear about the admissions process or if their circumstances may affect their application. The team can help with questions about:

- Entry requirements
- How to apply
- Interview arrangements
- Tuition fees, fee status and student finance
- Transfers or Recognition of Prior Learning
- Deferral

7.2. Advice is intended to help applicants understand the admissions process and make informed choices. Boomsatsuma cannot advise applicants on the specific content of an application, personal statement, portfolio or interview answers.

- 7.3. Welsh-domiciled students are unable to access Student Finance Wales support for Boomsatsuma undergraduate programmes due to a policy change for funding delivered by the Commission for Tertiary Education and Research (Medr) that came into effect from August 2024. Under the updated policy, programmes delivered under a franchised arrangement – such as those taught by Boomsatsuma and awarded by Kingston University – must receive specific designation from Medr if the delivery institution is not registered with the Office for Students. Without this designation, students will not be able to access student funding via the Student Loans Company (SLC). As Boomsatsuma and Kingston University have not pursued this designation, any Welsh-domiciled student who wishes to apply should consider that they would have to self-fund the programme.

8. Application Route

- 8.1. All applications must be made through UCAS, including UCAS Main Scheme, UCAS Extra and Clearing.
- 8.2. Applicants are responsible for making sure that information submitted through UCAS is complete, accurate and honest. This includes academic qualifications, personal details, contextual information, a personal statement, references, and any other information required as part of the application.
- 8.3. Applications made after the UCAS Equal Consideration Deadline may not be considered if the programme has reached capacity.
- 8.4. Applicants applying through Clearing are encouraged to contact the Admissions Team before submitting an application, so that availability on the programme can be checked. Clearing applicants will also be invited to interview.
- 8.5. Boomsatsuma does not sponsor students under the Student Route visa. Applicants who require Student Route sponsorship cannot be accepted onto Boomsatsuma undergraduate programmes.

- 8.6. Applicants who already have the right to study in the UK may be considered, subject to meeting the entry requirements, fee status requirements and any other admissions requirements for the programme.

9. Tuition Fees

- 9.1. Kingston University administers tuition fees for students enrolled on undergraduate programmes delivered by Boomsatsuma. Fee information is published on Kingston University's webpage on Undergraduate fees and funding. [\[Link\]](#)
- 9.2. An applicant's fee status is subject to their citizenship and domicile status, as well as how long they have been living in the UK, and may be different to their designation as a 'home' or 'international' student. If an applicant is confused on which fee they would be entitled to pay, they can visit the Kingston University webpage on fees and funding for more information.
- 9.3. As part of online enrolment with Kingston University, students will complete a fee status assessment. Kingston University follows UKCISA guidance on fee assessment criteria.
- 9.4. There are no additional fees required to pay for undergraduate programmes at Boomsatsuma, although there may be optional trips and opportunities available for students that would require a payment to participate.
- 9.5. Applicants will be given or signposted to tuition fee information when an offer is made. This will include the tuition fee for the relevant academic year and any mandatory additional costs known at the time of offer.
- 9.6. Applicants are responsible for arranging payment of tuition fees or applying for student finance where eligible. Boomsatsuma can provide general guidance about student finance, but decisions about eligibility and funding are made by the relevant student finance body.

- 9.7. Applicants may be asked to provide information or evidence to support assessment of their fee status before enrolment.
- 9.8. Where an applicant defers entry, the tuition fee and student finance arrangements for the academic year in which they start the programme will normally apply.

10. Entry Requirements

- 10.1. Entry requirements are published on the Boomsatsuma website, UCAS, and other key applicant information. The standard academic entry requirement for Boomsatsuma undergraduate degrees is 96 UCAS tariff points from Level 3 study.
- 10.2. Meeting the published entry requirements does not automatically guarantee an offer. Applications are considered through the admissions process, including interview, programme requirements, availability of places and any relevant selection criteria.
- 10.3. Applicants seeking entry to Level 5 or Level 6 may be considered where they have relevant previous higher education study or other relevant learning. Please refer to the section titled 'Recognition of Prior Learning' for further information.
- 10.4. Applicants whose first language is not English are required to demonstrate English language proficiency before they can be accepted onto an undergraduate programme. This may be demonstrated through evidence of:
- GCSE English Language at grade 4/C or equivalent
 - UKVI IELTS 6.0 overall, with a minimum of 5.5 in each element, subject to any programme-specific requirements.

Applicants who are unsure what evidence is accepted should contact the

Admissions Team at admissions@boomsatsuma.com.

11. Recognition of Prior Learning

- 11.1. Applicants may apply for Recognition of Prior Learning (RPL) where they have relevant previous study, professional experience or other learning that may support entry to a later stage of a programme.
- 11.2. Applicants seeking entry to Level 5 or Level 6 must apply through UCAS and indicate the point of entry they wish to join.
- 11.3. Applicants will normally need to provide evidence of:
 - Previous qualifications or credit achieved
 - Academic transcripts
 - Module or programme information from previous study
 - Professional or experiential learning, where relevant.
- 11.4. Direct entry is not automatic. Boomsatsuma will conduct a curriculum mapping process to check whether it is relevant, current and sufficiently matched to the programme and stage of entry applied for.
- 11.5. RPL decisions must be consistent with Kingston University's academic regulations and validation requirements.

12. Contextual information

- 12.1. Boomsatsuma recognises that individual circumstances can affect educational achievement and access to higher education. Contextual information may therefore be considered as part of the admissions process to help Boomsatsuma understand an applicant's achievements, potential and circumstances in context.

12.2. Contextual information may include information provided through UCAS or directly to the Admissions Team, such as:

- Care experience
- Caring or parental responsibilities
- Disruption to education
- Health conditions, learning differences or disabilities
- Refugee status
- Estrangement from parents
- Other relevant individual circumstances disclosed by the applicant.

12.3. Contextual information will be considered fairly and consistently alongside the UCAS application, interview, entry requirements, programme requirements and any relevant selection criteria. Taking contextual information into account does not guarantee that an offer will be made.

13. Interviews

13.1. All eligible applicants being considered for an offer will be invited to interview. Interviews are used to understand the applicant's interest in the subject, motivation for study, potential to succeed, and, where available, existing creative, technical or professional practice.

13.2. Interviews normally take place in person. Online interviews may be arranged in exceptional circumstances.

13.3. Each programme may use a different approach to interviews. The interview may include a group exercise, individual task, or practical activity that reflects the nature of the programme. Applicants will be told what to expect in their interview invitation.

13.4. In all cases, applicants will have the opportunity to discuss their application individually with a member of the programme team as part of the interview process.

- 13.5. Applicants may be asked to share a portfolio, examples of work, or other relevant material that can be reviewed during the interview. Where this is the case, the Admissions will specify this in the interview invitation.

14. Reasonable Adjustments

- 14.1. Applicants should let the Admissions Team know as soon as possible if they need adjustments for any part of the admissions process, or if they would like to discuss a disability, learning difference, long-term health condition, mental health condition or support need.
- 14.2. Applicants will not be disadvantaged because they have disclosed a disability, learning difference, long-term health condition, mental health condition or support need. Admissions decisions will be based on the applicant's suitability for the programme and the relevant admissions criteria.
- 14.3. Applicants who need reasonable adjustments for an interview should make this known when accepting the interview invitation, or contact the Admissions Team at admissions@boomsatsuma.com as soon as possible.
- 14.4. Where appropriate, applicants may choose to speak to a member of the Student Support and Wellbeing Team before their interview to discuss possible arrangements.

15. Application Outcomes

- 15.1. After considering the UCAS application, interview and any supporting evidence, Boomsatsuma will decide whether to make a Conditional offer, make an Unconditional offer, place the applicant on a waiting list, or reject the application.
- 15.2. Applications submitted before the UCAS Equal Consideration Deadline will normally receive a decision before the end of March of the same year.

Applications submitted after this deadline will normally receive a decision before the end of May, or later depending on when the application was submitted.

- 15.3. Offers will be made on the basis of the UCAS application, interview and any supporting evidence. Boomsatsuma will not normally make Unconditional offers to applicants who have not yet evidenced successful completion of Level 3 qualifications, but may do so where this is justified by the strength of the application and any relevant contextual information.
- 15.4. Where an applicant has already completed their Level 3 qualifications, a Conditional offer may require the applicant to provide evidence of those qualifications. Where evidence confirms that the applicant has met the conditions of the offer, the offer may be amended to Unconditional.
- 15.5. Applicants may be placed on a waiting list where there are more suitable applicants than available places, or where Boomsatsuma needs more time to make a decision. Applicants placed on a waiting list will be contacted directly by the Admissions Team and given an expected timeframe for a decision where possible.
- 15.6. Applicants will be notified of the outcome of their application through UCAS and, where appropriate, direct communication from the Admissions Team.
- 15.7. Boomsatsuma does not automatically provide feedback to unsuccessful applicants. However, applicants may request feedback by contacting the Admissions Team at admissions@boomsatsuma.com. Feedback will be provided where possible and is intended to help applicants understand the outcome of their application. A request for feedback does not by itself constitute a review or appeal of the decision.

16. Responding to an Offer

- 16.1. When an offer is made, Boomsatsuma will provide the applicant with an offer letter. The offer letter will set out the main details of the offer, including any conditions that must be met before the place can be confirmed.
- 16.2. The offer letter will direct the offer holder to the Boomsatsuma and Kingston University policies and procedures, alongside the relevant programme information, tuition fee policy, and key information needed for making a decision on your offer. The Kingston University General Student Regulations (GR1) [\[Link\]](#) outlines the basis of the contract between the University and the student upon enrolment.
- 16.3. Applicants who wish to accept an offer must do so through UCAS by the relevant UCAS deadline. Applicants are responsible for checking UCAS and responding to offers by the deadline that applies to them. If an applicant does not respond by the relevant deadline, UCAS may automatically decline the offer.
- 16.4. Accepting an offer confirms that the applicant wishes to take up the place offered, subject to any conditions set out in the offer letter. Applicants must still complete any remaining steps before they can enrol, including providing evidence of qualifications where requested and meeting any requirements relating to fee status, student finance or right to study in the UK.
- 16.5. Applicants who accept an offer and later change their mind should contact the Admissions Team as soon as possible. Cancellation and withdrawal before enrolment are explained later in this Policy.

17. Confirmation of Results

- 17.1. 'Confirmation' refers to the period, normally in August, when Boomsatsuma receives and reviews results for applicants holding Conditional offers.

Applicants who meet the conditions of their offer will normally have their place confirmed.

- 17.2. Where an applicant has not met the conditions of their offer, Boomsatsuma may review the application and decide whether the place can still be confirmed. This will depend on the applicant's results, the programme requirements, availability of places and whether Boomsatsuma considers that the applicant has the potential to succeed on the programme.
- 17.3. Boomsatsuma may amend a confirmation decision where it was based on incorrect, incomplete or subsequently corrected results information received from UCAS, an awarding body or the applicant.
- 17.4. There is no guarantee that a place will be confirmed where the conditions of the offer have not been met.

18. Changes to the Programme

- 18.1. A material change is a change to published programme information that may affect an offer holder's decision to accept or continue with their offer, or their ability to study the programme as expected.
- 18.2. Material changes may include:
 - A change to programme approval or validation arrangements
 - A change to the award title or awarding body
 - A change to tuition fees or mandatory additional costs
 - A change to the location of delivery
 - A change to the mode or pattern of delivery
 - The suspension, closure or withdrawal of a programme.
- 18.3. Where a material change affects an offer holder, Boomsatsuma will contact them to explain what has changed, how it may affect them, and what options are available. This may include continuing with the changed programme,

withdrawing acceptance of the offer, deferring entry where available, or being considered for another Boomsatsuma programme where places are available and entry requirements are met.

- 18.4. Where a material change may give rise to refund or compensation considerations, further information is available in Kingston University's Refund and Compensation Policy [\[Link\]](#).

19. Deferred Entry

- 19.1. Applicants who wish to defer entry should normally indicate this on their UCAS application. Deferred entry is normally granted for one academic year only.
- 19.2. Requests to defer after an application has been submitted, or after an offer has been accepted, will be considered by the Admissions Team on an individual basis. Deferral is not guaranteed and may not be available for all programmes.
- 19.3. Deferral is not available for offers made through Clearing.
- 19.4. Consecutive deferrals are not permitted. Applicants who wish to defer for more than one academic year will normally be asked to withdraw their application and reapply for the appropriate academic year.
- 19.5. Applicants who defer entry will be subject to the tuition fee, programme information, General Student Regulations, and policies that apply in the academic year in which they start the programme.

20. Cancellation before Enrolment

- 20.1. Applicants who accept an offer and later decide not to take up their place have the right to cancel this contract within 14 days without giving any reason. To do so, they should contact the Admissions Team at

admissions@boomsatsuma.com as soon as possible. Applicants will be given information about how to cancel when they receive their offer information.

- 20.2. Boomsatsuma will confirm when the cancellation or withdrawal has been processed and explain any further steps that the applicant needs to take, including updating their decision through UCAS where applicable.

21. Enrolment

- 21.1. Enrolment is the process by which an applicant confirms their place and becomes registered as a higher education student at Boomsatsuma for the relevant academic year.
- 21.2. Applicants who have accepted an offer and met any conditions of their offer will be invited to complete enrolment before the start of the programme. Enrolment includes online enrolment with Kingston University and in-person enrolment with Boomsatsuma during Induction Week, which immediately precedes the first teaching week.
- 21.3. Applicants must complete any enrolment steps required by Kingston University and Boomsatsuma. This may include:
- Confirming identity
 - Confirming right to study in the UK
 - Confirming contact details
 - Providing fee status or student finance information
 - Accepting the General Student Regulations
 - Confirming that they understand the key policies and regulations that apply to their study.
- 21.4. Applicants who do not complete enrolment by the required deadline may not be able to start the programme.

- 21.5. Once enrolled, students are subject to the relevant Boomsatsuma and Kingston University higher education policies, procedures, General Student Regulations, and applicable academic regulations.

22. Fraudulent or Misleading Information

- 22.1. Applicants must provide information that is complete, accurate and honest throughout the admissions and enrolment process.
- 22.2. This includes information provided through UCAS, at interview, during enrolment, or in any direct communication with Boomsatsuma.
- 22.3. Boomsatsuma will normally investigate an application where there is reason to believe that information provided is false, misleading, incomplete or not the applicant's own work. This may include concerns about qualifications, references, personal statements, portfolio material, identity, fee status or right to study in the UK.
- 22.4. Where a concern is identified, Boomsatsuma will normally give the applicant an opportunity to respond before a decision is made.
- 22.5. If Boomsatsuma concludes that an applicant has provided fraudulent or misleading information, or has withheld relevant information, Boomsatsuma may reject the application, withdraw an offer, refuse enrolment, or take other appropriate action.
- 22.6. Where Boomsatsuma rejects an application, withdraws an offer or refuses enrolment under this section, the applicant may request a review of the decision under the Admissions Appeals and Complaints Procedure (HE) [\[Link\]](#).

23. Applicants with Criminal Convictions

- 23.1. Having a criminal conviction is not an automatic barrier to studying at Boomsatsuma. Boomsatsuma will consider any disclosed information fairly, confidentially and proportionately, taking account of the nature of the offence, its relevance to the programme, the safety of others, and any support or risk management arrangements that may be appropriate.
- 23.2. To provide appropriate support to the applicant, as well as promote the safety of students, staff and others, offer holders must inform Boomsatsuma before enrolment if they have any relevant unspent criminal convictions.
- 23.3. Relevant unspent criminal convictions may include offences relating to:
- Violent behaviour or offences involving an intention to harm
 - Offences listed in the Sex Offences Act 2003 [\[Link\]](#)
 - The unlawful supply of controlled drugs or substances
 - Firearms, knives or other weapons
 - Arson
 - Offences listed in the Terrorism Act 2006 [\[Link\]](#).
- 23.4. Offer holders who are under supervision or on licence are encouraged to discuss their application and any disclosure requirements with their supervising officer.
- 23.5. Failure to disclose relevant information when required may result in an offer being withdrawn or enrolment being refused.
- 23.6. Where Boomsatsuma withdraws an offer or refuses enrolment under this section, the applicant may request a review of the decision under the Admissions Appeals and Complaints Procedure (HE) [\[Link\]](#).

24. Admissions Appeals and Complaints

- 24.1. Applicants may request a review of an admissions decision, or raise a complaint about the admissions process, under the Admissions Appeals and Complaints Procedure (HE) [\[Link\]](#).
- 24.2. An applicant may request a review where they believe that:
- The admissions process was not followed correctly
 - The decision was based on incorrect or incomplete information
 - Relevant information was not considered
 - There is new information that, for good reason, could not reasonably have been provided earlier
 - There is evidence that the decision was affected by bias, discrimination or unfair treatment.
- 24.3. An applicant may raise a complaint where they are dissatisfied with the service they have received during the admissions process. This may include concerns about communication, delay, published information, advice, interview arrangements or the way the application was handled.
- 24.4. A review or complaint cannot be used simply because an applicant disagrees with the admissions decision. Decisions involving academic judgement, including whether an applicant is suitable for the programme, will not normally be changed unless there is evidence of procedural error, unfairness or relevant information that was not considered.
- 24.5. The outcome of an appeal or complaint represents Boomsatsuma's final decision. Applicants should note that the Office of the Independent Adjudicator for Higher Education (OIA) does not consider complaints relating to admissions.

25. Data Processing and Protection

- 25.1. Boomsatsuma will process applicant information in line with its Data Protection Policy [\[Link\]](#) and Admissions Privacy Notice (HE) [\[Link\]](#).
- 25.2. Applicant information is normally provided by the applicant, through UCAS, or through direct communication with Boomsatsuma during the admissions process.
- 25.3. Applicant information will be used for admissions purposes. This may include:
- Responding to enquiries
 - Assessing applications
 - Arranging and recording interviews
 - Making and communicating admissions decisions
 - Issuing offer information
 - Considering support needs or reasonable adjustments
 - Managing enrolment
 - Meeting reporting, regulatory or quality assurance requirements.
- 25.4. Applicant information may be shared securely with staff within Boomsatsuma where this is necessary for the admissions process. This may include admissions staff, academic staff, student support and wellbeing staff, and other staff involved in admissions decisions, enrolment preparation or applicant communications.
- 25.5. Applicant information will not normally be shared externally, except where this is necessary for the admissions process. Refer to the Admissions Privacy Notice (HE) for further information [\[Link\]](#).
- 25.6. Information about disability, health, support needs, criminal convictions or other sensitive matters will be handled confidentially and shared on a need-to-know basis.

- 25.7. Once an applicant enrolls, information collected during admissions may form part of the student record and will be processed in line with Boomsatsuma's Student Privacy Notice (HE) [\[Link\]](#).

26. Monitoring and Reporting

- 26.1. Boomsatsuma will monitor admissions activity to support fairness, consistency and improvement. Monitoring may include applications, offers, acceptances, enrolment, entry routes, Recognition of Prior Learning, contextual information, applicant feedback, and admissions appeals and complaints.
- 26.2. Admissions data and outcomes will be reported through Boomsatsuma's academic governance arrangements, including Academic Board.

27. Related Policies and Regulations

The following policies, procedures and information may be relevant, depending on the circumstances.

Boomsatsuma:

- Admissions Appeals and Complaints Procedure (HE) [\[Link\]](#)
- Student Complaints Procedure (HE)
- Admissions Privacy Notice (HE)
- Student Privacy Notice (HE)

Kingston University:

- Admissions Policy (AP1) [\[Link\]](#)
- General Student Regulations (GR1) [\[Link\]](#)
- Fees and Funding [\[Link\]](#)
- Student Complaints Procedure (GR2) [\[Link\]](#)
- Student Transfer Policy (AP13) [\[Link\]](#)
- Refund and Compensation Policy [\[Link\]](#)

28. Review

- 28.1. This Policy will be reviewed periodically by the Quality and Standards Committee to ensure it remains aligned with relevant legislation, regulatory expectations, and provider practice.

Appendix A – Version History

Version	Date	Changes
1	10 June 2026	Revised draft