



**QA49A ADMISSION OF STUDENTS WHO HAVE A CRIMINAL CONVICTION – RISK ASSESSMENT**

Having a criminal conviction does not necessarily exclude any applicant from studying a course with Arden University. However, Arden University has a duty of care to investigate all criminal convictions identified during the application process. Criminal convictions will not normally affect the decision of whether or not to admit an applicant unless the criminal record poses a risk to:

- Arden University’s students, staff or the wider Arden University community
- The integrity of the programme
- The integrity of Arden University’s processes and those of its awarding partners
- Reputation

**Admission Risk Assessment**

<b>Completed by (Admissions Advisor Name):</b>		<b>Date:</b>	
<b>Name of Applicant:</b>		<b>STU:</b>	
<b>Course Applied For:</b>			
<b>Details of the Criminal Conviction</b>			
<b>Potential risk posed to:</b>			
Arden University’s students, staff or the wider Arden University community		Yes/No	
The integrity of the programme		Yes/No	
The integrity of Arden University’s processes and those of its awarding partners		Yes/No	
Arden University’s Reputation		Yes/No	
<b>Risk Assessment</b>			
<i>State rationale for admission or rejection, for the identification of risk, any risk mitigations</i>			
<b>Recommended for admission?</b>		Yes/No	

<b>Considered by Admissions Committee on:</b>	
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<b>Recommendation accepted:</b>	Yes/No
<b>If rejected, please provide reason</b>	