

Heriot-Watt University operates primarily on a two-semester academic year [September, January], with a main, formal entry point in September for most on-campus taught programmes. Several on-campus programmes offer entry points in, for example, the January Semester and/or make use of the May Semester for teaching.

## ACADEMIC PRINCIPLES



- Schools may offer alternative entry points for undergraduate and postgraduate programmes outside the main September intake.
- Alternative entry points must not compromise the student experience, teaching quality, or research activities.
- Approval from the Studies Committee is required for any additional entry points, with confirmation from the Executive Dean that academic standards will be maintained.

## BUSINESS PRINCIPLES



- Each proposed additional entry point requires a business case detailing full costs, including staffing and system/process expenses.
- The business case must be agreed upon by all stakeholders and submitted by the Executive Dean for approval by the Vice-Principal, who will adjust resources as needed before it goes to the Programme Management Board for final approval.
- Registry and Academic Support will implement the necessary systems and processes as outlined in the approved business case.

Additional entry points may be offered, subject to the University's usual business and academic approval processes, and in accordance with a series of Key Principles approved by the University Executive and the Senate.

There are separate arrangements in place for programmes offered via HWOnline and for research degrees in terms of entry points in the academic year.

## Resources

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- Review the [Additional Entry Points in the Academic Year: Key Principles](#) document on the Heriot-Watt website.
- View the University's policies and guidance to support your teaching practice on the [Learning and Teaching Policy Bank](#) page of the Heriot-Watt website.

