

Diploma in Professional Legal Practice – Robert Gordon University Admissions Policy 2024/25

The admissions policy for entry to the Diploma in Professional Legal Practice at Robert Gordon University (RGU) reflects the admissions guidance set out on the Law Society of Scotland's website and should be read alongside that guidance.

At RGU, there are two distinct diploma courses in operation: (i) the on-campus course and (ii) the online course. Each mode of delivery also has a full time (one year) and a part time (over two years) version.

This policy applies to both modes of delivery, and to students seeking either full or part time entry.

We operate admissions in line with the following guidelines.

1. We will look to maintain broadly equal cohort sizes for each course, but this will also take account of the proportion of applications we get for each.
2. An application to our on-campus course cannot be transferred to our online course, therefore you must apply for both or for the one that you want to, as if unsuccessful in one, you are not automatically considered for the other.

Prospective students should, accordingly, state their preference in their application, in the normal way.

3. Applicants to us in Round one will be considered according to the following criteria

- a. Whether or not the applicant has made RGU their first choice and priority will be given to students who place us as their first choice.
- b. Applicants will then be ranked from first to last according to their Grade Point Average (GPA). We will receive this from the university they obtained their undergraduate LLB ordinary degree from. (Obviously, we will have access to the GPAs of RGU graduates)
- c. GPA ranking is the primary basis upon which it is determined who offers will be made to.
- d. Where applicants have the same GPA, we will take account of factors such as (but not limited to) the following:
 - whether or not they received a widening access offer when applying to university for the first time at undergraduate level.
 - the number of fails in the foundation subjects that are necessary for entry to the Diploma in Professional Legal Practice,
 - the overall degree classification the applicant has obtained.
 - and any other factor that our admissions committee thinks appropriate.

RGU retains the discretion to make an offer or not to make an offer to any applicant subject to this process being governed by our Regulation A2: Admissions and Enrolment.

If more students apply to a Diploma course than we have places available for, then these remaining students will be placed on a waiting list and reconsidered for places if they become available, in Round two. This could happen if we offer a place to a student in Round one, and they subsequently decline to take that place (for instance if RGU were their second choice and they have been offered a place by their first choice).

RGU will not offer applicants a place in Round two if they have already accepted a place from another university, in Round one.

If a student has not received an offer in Round two, they will again be placed on a waiting list and reconsidered for a place in Round three if a place is available.

This year we are able to offer 95 places (across all cohorts), but this is subject to some variation depending on the number of students who are moving into their second year of the part time course.