

Conditional Admission Guidance



COLLEGE OF
APPLIED BIOLOGY
Professional Accountability

A conditional admission is the vehicle by which a member stipulates (admits) to an action or undertaking that has caused concern sufficient to result in the laying of a complaint. It is the way a member demonstrates that they accept the responsibility for an activity or action and as such contains three parts:

1. This is what I did (identification of the action)
2. This is how it affected the complainant, College, and/or other parties (recognition of the impact of the action)
3. An apology for the action and the result (accepting responsibility)

Conditional Admissions must be entered into freely by the subject member, and should not contain conditions or justifications as this is the means by which a subject member demonstrates that they realise their actions have caused or could cause the reputation of the College and/or its members to be held in disrepute.

Making a conditional admission should not be viewed as a loss of power. Rather it can be the means by which integrity and honour is restored to all parties.