



MARIST COLLEGE ASHGROVE

Marist College Ashgrove's Policy on Entry Requirements for International Students

Approved By: Head of College	Date Approved: 28/02/2023	Review Date: 28/02/2024
Person(s) responsible: College Registrar, Head of College, Deputy Head of College, Deputy Head of Learning and Teaching		
Printed copies of this document may not be up to date. Ensure you have the latest version before use.		
This policy outlines the process and procedures with regards to privacy of personal information collected by Marist College Ashgrove for prospective families and students.		

A copy of this policy is provided to the parent(s)/legal guardian(s) if the student is under age 18 years at a reasonable time prior to a Written Agreement being signed.

1. Marist College Ashgrove will consider enrolment applications from students wishing to apply for a Student Visa, subject to compliance minimum requirements and conditions set by the College and with legislative requirements of the State of Queensland and the Commonwealth of Australia, including any requirements to undertake extra tuition to learn English to meet the English language proficiency standard needed to enter mainstream classes.
2. Applications for enrolment must be made on International Enquiry Form. This must be correctly completed, and must be accompanied by the following documents to support the application:
 - a) Copies of Student Report Cards from the previous 2 years of study, including a copy of the latest Student Report;
 - b) A completed Reference Form from the student's current or most recent school Principal is also required if student Report Cards do not record student behaviour or commitment to studies;
 - c) A completed Subject Choices form if appropriate;
 - d) Appropriate proof of identity and age;
 - e) Written evidence of proficiency in English as a second language
 - f) Enrolment application fee of AUD\$150.00
 - g) Photocopy or scanned copy of passport page with name, photo identification, passport number and expiry date
 - h) Letter of Offer from another registered provider if applicable
 - i) Application to the Queensland Assessment and Curriculum Authority (QCAA) for relaxation of completed Core requirements if applicable
3. Where the above documents are not in English, certified translations in English are required, with necessary costs to be met by the applicant.
4. An application for enrolment can only be processed when all of the above are in the hands of the College Registrar.
5. Applications from overseas students are processed according to established policy and procedures and are dealt with on their merits. Failure to disclose details required as part of the application process may later result in cancellation of enrolment.



MARIST COLLEGE ASHGROVE

6. Assessment procedures include an evaluation of reports from previous schools and of English language proficiency. In cases where report cards are not available or are inconclusive for any reason, the school may require relevant testing of the applicant to assess the application.
7. Onshore applications for Years 11-12, where the student is transferring from another CRICOS registered provider, will only be considered where the transfer, if accepted, allows the student to achieve a successful study outcome at the end of the enrolment.
8. Offshore applications for enrolment in Years 11-12 will not be considered after the Year 11 course has commenced/ unless the student can complete course assessment before the end of the first semester of Year 11.

1. Academic Requirements

- a) Students must provide evidence of satisfactory academic performance appropriate to entry to the Year level requested on the International Enquiry Form or offered as an alternative point of entry by the College in a Letter of Offer.
 - Students must be able to demonstrate basic interpersonal, communicative skills in English. That is, they must be able to understand and communicate basic requests, questions and responses in English and perform simple reading and writing tasks as required by the class teacher.
 - All students wishing to enter the College are assessed individually, based on the contents of their reports and personal references. A pass level or "C" grade or better for the majority of core students is preferred.
 - Students entering any class are to have age-appropriate levels of literacy and numeracy according to Australian education standards, having a satisfactory behaviour record and be capable of application to study at the appropriate agelevel.

2. English Language Proficiency Requirements

- a. Marist College Ashgrove's requires evidence of sufficient proficiency in English to successfully meet the curriculum demands of the enrolled course.
- b. Applicants are assessed individually based on the contents of their report cards and personal references and may also be required to undertake a language proficiency test set by the school.
- c. If supplied, Marist College Ashgrove will assess evidence of English language proficiency presented by a student at the time of application but reserves the right to confirm the student's English language proficiency through additional tests.
- d. If not presenting appropriate evidence of English language proficiency at the time of application, Marist College Ashgrove will assess the student's application for entry based on satisfactory test results as follows:



MARIST COLLEGE ASHGROVE

<u>Year Level</u>	<u>AEAS Score</u>	<u>IELTS Score (Overall)</u>
7	36-45%	4
8	36-45%	4
9	36-45%	4
10	46-60%	5.5
11	61%+	6

- e. Students should note that if their language proficiency is below the expected, they may be required to undertake an intensive English language course elsewhere prior to beginning mainstream studies.
- f. Those students who have undertaken an intensive English language course before beginning mainstream studies, will have their English language proficiency reassessed at the conclusion of the language course to ensure the student's level of proficiency is sufficient to allow them to commence their mainstream course.
- g. Note that where a student cannot, or will not, meet the English language or academic requirements for entry into their first mainstream course, or a subsequent course undertaken as part of an enrolment package, Marist College Ashgrove may choose to apply the Conditions of Enrolment outlined the student's written agreement and the provisions of this Entry Requirements Policy – the outcome of which may result in the withdrawal of offer for enrolment on the grounds that entry requirements have not been met.

Alternatively, Marist College Ashgrove may (at its discretion, and if appropriate) choose to offer:

- i. New mainstream enrolments - entry into a mainstream course at a lower year level.
- ii. Continuing mainstream enrolments - opportunity to repeat a year level as part of an academic intervention plan implemented by the school. Refer to the student progress, attendance and course duration policy.

3. Recognition of Prior Learning, Course Credit and English Language Requirements

- a. Marist College Ashgrove acknowledges and values the diversity and wealth of cultural and other prior learning experiences that overseas students bring to the College. In most cases, however, in order to support the participation of students of non-English speaking backgrounds in the full life of the College, prior learning gained over a two-year period in a college where English is the usual medium of instruction is required.
- b. For most students of non-English speaking backgrounds, evidence that the student has been studying successfully for two years in a college (e.g. International College) where English is the usual medium of instruction, will be taken as satisfying the entry requirement.
- c. Marist College Ashgrove does not offer course credit and entry into any course is subject to the College's assessment. This also applies to on-shore College transfers, either within the state or from interstate.



MARIST COLLEGE ASHGROVE

4. Age Requirements for School Study

To be granted a visa for school studies, you must meet the following age requirements:

- At least 6 years old at time of application
- Less than 17 when commencing Year 9
- Less than 18 when commencing Year 10
- Less than 19 when commencing Year 11
- Less than 20 when commencing Year 12