

RECRUITMENT OF AN INTERNATIONAL STUDENT POLICY

The National Code of Practice for Providers of Education and Training to Overseas Students 2018 ('The National Code') requires the School, prior to accepting an international student or intending international student for enrolment, to make comprehensive, current and plain English information available to the international student or intending international student on specific matters outlined in Standard 2.1.

It is the School's policy to ensure that, prior to accepting international students for enrolment, the School will provide comprehensive, current and plan English information to the international student or intending international student on all matters required of the School by National Code Standard 2.1.

In addition to the information contained in the following documents and policies available on our website:

- International Enrolment, Application and Fees
- English Language Proficiency Educational Qualifications Policy
- Recognition of Prior Learning Policy
- International Student Transfer Policy

the School advises as follows:

Course Information

The School's CRICOS course code for Secondary Years (7 – 12 VCE) is 016642A.

A course content outline is provided to an international student at the same time as the written enrolment agreement.

Mode of study at the School are:

- In person/face-to-face
- Work-based training
- Placements.

The course duration follows the School's term dates and are located on the School's website. The School's holiday breaks are at the end of each school term and are published on our website.

Upon completion of the course, the successful international student will receive VCE.

School Facilities

The School's courses for international students are offered at Wooralla Drive, Mount Eliza.

The School's facilities and equipment include:

- Library
- Science Rooms
- Art Rooms
- General Classrooms
- Gymnasium
- Sporting Fields
- Swimming Pool
- English Language Centre
- Boarding Houses.



Tuition and Non-Tuition Fees

The School's tuition and non-tuition fees are available on our written agreements and located on the School's website.

Any tuition fees paid by the students directly to any of the other providers is taken to have been paid directly to the School.

The School will only accept payment of tuition of non-tuition fees after finalising an enrolment contract.

In circumstances where the course may be provided jointly with one or more providers the School will ensure that such an arrangement is undertaken formally and in accordance with the National Code.

Cancellation and Refunds

The School's Cancellation and Refund policy is included in the International Student Enrolment Agreement.

Review

This policy is to be reviewed, approved and endorsed every three years, as a minimum.

Last review May 2022.

Review is to be undertaken prior to May 2025.