



## Policy on Entry Requirements

1. Scotch Oakburn College will consider enrolment applications from students wishing to apply for a Student Visa, subject to compliance with minimum requirements and conditions set by the College, and with legislative requirements of the State of Tasmania 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 the Application for Enrolment form. This must be correctly completed, and must be accompanied by the following documents to support the application:
  - a) Copies of Student Report from the previous two years of study, including a copy of the latest Student Report;
  - b) A reference from the student's current or most recent school Principal if student Reports do not record student behaviour or commitment to studies;
  - c) Copies of certificates, awards etc. indicating an applicants extra-curricular activities
  - d) Copies of any certificates of public examinations (where applicable)
  - e) Copy of the student's passport
  - f) Results of an Australian Education Assessment Services (AEAS) Test or produce evidence that the level of English is of sufficient standard to enable the student to cope with mainstream classes
  - g) Completed health information section in the Application for Enrolment
  - h) Letter of Release from another registered provider (if applicable)
  - i) Application Fee (\$450)
3. Where the above documents are not in English, certified translations in English are required, with necessary costs to be met by the applicant. Translation by agents representing the College are acceptable.
4. An application for enrolment can only be processed when all of the above are in the hands of the Registrar.
5. Applications from overseas students are processed according to established policy and procedures, and are dealt with on their merits.
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 College 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.

Scotch Oakburn College requires evidence that the applicant's academic ability and English proficiency is sufficient to successfully meet the entry and curriculum demands of the intended course. This is a requirement under the 2018 National Code of Practice, Part B Standard 2.

## Minimum academic and English language requirements are as follows:

### Academic Requirements

9. Students must provide evidence of satisfactory academic performance appropriate to entry to the Year level requested on the Application for Enrolment or offered as an alternative point of entry by the College in a Letter of Offer.
  - a) For Primary School:
    - i. Evidence of application to school work and age-appropriate achievement in literacy and numeracy areas of the curriculum
  - b) For Year 7 – 12 students:
    - ii. A pass level or “C” grade or better for the majority of core subjects. Diligence and conduct “B” grade or above.

### English Language Proficiency Requirements

10. Scotch Oakburn College require evidence of sufficient proficiency in English to successfully meet the curriculum demands of the enrolled course.
11. If supplied, Scotch Oakburn College 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.

Alternatively, Scotch Oakburn College accepts results from the following:

Acceptable Test	Minimum Test Result	For Entry to Year
AEAS	50%	Year 6 to Year 9
AEAS	50%	Year 10 to 12

12. Students should note that if their language proficiency is below that outlined above, they may be required to undertake an intensive English language course before beginning mainstream studies.
13. If undertaking an intensive English language course before beginning mainstream studies, English language proficiency will be 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.
14. Students wishing to enter the College below Year 6 level 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 College.

*Last updated March 2022*