



## SCHOOLS, ELICOS AND FOUNDATION PROGRAMS POLICY

### 1. Applicable Standards

National Code of Practice for Providers of Education and Training to Overseas Students 2018; Clause 8.6 – 8.7

### 2. Overview

This Policy sits within the Support and Progression Phase of the Student Journey.

### 3. Purpose

The purpose of this Policy is to provide pre-enrolment guidance to intending overseas students and overseas students seeking to enrol in Schools, ELICOS and Foundation Programs with AMA College.

### 4. Definitions

In this Policy, these terms have the same meaning as defined in the Education Services for Overseas Students Act 2000.

**Intending overseas student** means a person (whether within or outside Australia) who intends to become, or who has taken any steps towards becoming, an overseas student.

**Overseas student** means a person (whether within or outside Australia) who holds a student visa, but does not include students of a kind prescribed in the regulations.

In this Policy, this term has the same meaning as defined in the National Code of Practice for Providers of Education and Training to Overseas Students 2018.

**Standards** means the information listed in Part B of the National Code of Practice for Providers of Education and Training to Overseas Students 2018.

### 5. Policy

5.1 AMA College, at this time will not deliver Schools, ELICOS or Foundation Programs. As such, AMA College will not enter into a written agreement with an intending overseas student or an overseas student who is seeking to enrol in a Schools, ELICOS or Foundation Program.

5.2 AMA College therefore, is not required to comply with Standards 8.6 and 8.7 of the Standards.



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### 6. Policy Links

This Policy should be read in conjunction with the following AMA College Policies:

- 2.01 Enrolment Policy
- 2.03 Overseas Student Transfer Policy

### 7. Policy Documents

Nil.

### 8. Policy Review and Implementation

The Principal Executive Officer (PEO) is accountable for the implementation of this Policy. The General Manager Vocational Education and Training is responsible for the implementation of this Policy, and may delegate responsibilities for elements of this Policy. Where this occurs, this delegation must be recorded within this document. This Policy is to be reviewed on an annual basis, or more frequently as required, with revisions detailed in the section below.

<b>Date of Issue and Revision</b>	<b>Description of Amendment</b>	<b>Reviewed (Quality Manager)</b>	<b>Authorised (General Manager)</b>
July 2018	Initial Registration	Peigi Hinton	Jan Norberger