

POLICY & PROCEDURES

COURSE ENTRY REQUIREMENTS



Area	Administration		Classification	International Student	
Last Updated	Jun 2011	Version	2010-01	Co-ordinating Responsibility	CEO / DOS International Student Liaison Officer
Next Review	Dec 2011	Approved by	Janet Lawrence CEO/DOS	Distribution	Policy and Procedure Manual, Website, International Student Prospectus

PURPOSE

To ensure all potential students are give information to make an informed decision to join Australasian Lawrance Aged Care College (ALACC).

POLICY

Australasian Lawrance Aged Care College will accurately inform students about the course entry requirements for each course offered before they enrol or enter into a Written Agreement.

Step PROCEDURE

1	<p>Once students express interest in any course / qualification provided by ALACC, they will be provided with the most recent copy of the student prospectus or will be directed to the electronic version. The student prospectus will contain, inter alia, the following course entry information</p> <ul style="list-style-type: none">• All applicable academic skills – detailed by country where applicable• English language proficiency that is necessary for the course / qualification• Any age restrictions as per ALACC's policy• Opportunities for Recognition of Prior learning for those without the required formal qualifications• Opportunities for Credit transfers for those with the required formal qualifications• Requirement for current Overseas Student Health Cover
2	<p>Please refer to the International Student Enrolment policy for details regarding applying this policy to each overseas student.</p>