

POLICY & PROCEDURES

COURSE ENTRY REQUIREMENTS

Area	Administration		Classification	International Students	
Creation Date	May 2007	Related to	National Code Standard 2	Co-ordinating Responsibility	COE / DOS International Student Liaison Officer
Last Updated	April 2010	Version	2010-01		
Next Review	April 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 Lawrence Aged Care College (ALACC).

POLICY

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

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 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 reasonably necessary for the course / qualification • Any age restrictions as per college 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	Please refer to the International Student Enrolment policy for details regarding applying this standard to each overseas student.