

## 1. Purpose

To commit Sunraysia Institute of TAFE to all legislative requirements associated with the delivery of educational training for International Students.

## 2. Scope

This policy applies to the Sunraysia Institute of TAFE Board and all staff at the Institute engaging with International Students.

## 3. Policy

- 3.1. The ESOS Act 2000 and associated Acts, apply to all International Students studying on-shore, holding a Student Visa as a student of Sunraysia Institute of TAFE. This is irrespective of where the course is delivered (teaching location) or if the course is delivered via a Partner Provider.
- 3.2. The ESOS Act does not apply to International Students holding any other subsection visa other than a student visa; students studying entirely online or by distance learning outside of Australia; and AusAid or Defence Student Visa Holders.
- 3.3. ESOS Legislative Compliance is an Institute-wide effort, commitment and responsibility. This effort is led by the International Students Unit with the endorsement of the Institute Board.
- 3.4. Sunraysia Institute of TAFE outlines in the related Institute ESOS Compliance and Policy Framework document how it complies with relevant legislation with respect to its International student intake. This document gives an overview of the National Standards, outcomes of the Standards and references to the suite of Policies and Procedures listed on the Institute Portal.
- 3.5. The Sunraysia Institute of TAFE does not accept International Students under 18 years of age.

## 4. Definitions

Acronym/Term	Definition
DIBP	Department of Immigration and Border Protection
DIIS	Department of Industry Innovation and Science
ESOS Act 2000	Education Services for Overseas Students Act 2000.
ESOS Legislation (TPS Levies) Act 2012	The Education Services for Overseas Students Legislation Amendment (Tuition Protection Service and Other Measures) Act 2012
ESOS Regulations 2001	Education Services for Overseas Students Regulations 2001.
Institute Portal	Sunraysia Institute of TAFE intranet site; 'the Portal.'

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Acronym/Term	Definition
International Student	A person holding an Australian Student Visa and is defined as an Overseas Student in the ESOS Act.
ISU	International Students Unit
National Code	The National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007.
Partner Provider	Educational Institution providing programs and courses of the Sunraysia Institute of TAFE through an approved Education Agreement
Teaching Location	A Sunraysia Institute of TAFE Campus or a Partner Provider teaching site.

## 5. Legislative Context

- Education Services for Overseas Students Act 2000 (ESOS Act)
- Education Services for Overseas Students Regulations 2001 (ESOS Regulations)
- Education Services for Overseas Students Legislation [TPS Levies] Act 2012
- National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students (National Code 2007).
- The Education Services for Overseas Students Legislation Amendment (Tuition Protection Service and Other Measures) Act 2012.

## 6. Associated documents

### 6.1. Associated Policies

- International Student Completion within Expected Duration of Study Policy
- International Student Deferral Suspension or Cancellation of Enrolment Policy
- International Student Fee Refund Policy
- International Student Fees Payment Terms Policy
- International Student Support Services Policy
- International Student Transfer Policy.

### 6.2. Associated Procedures

- Agent appointment procedure
- Agent monitoring and termination procedure
- CRICOS Registration of new courses and review of existing courses procedure
- ELICOS Delivery Procedure
- International Marketing Information and Practices Procedure
- International Student Completion Within the Expected Duration of Study Procedure
- International Student Course Change Procedure
- International Student Course Progress Procedure and Intervention Strategy
- International Student Deferral Suspension or Cancellation of Enrolment Procedure

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**Authorised by:** Board

**Endorsed by:** Governance Committee

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- International Student Enrolment and Re-Enrolment Procedure
- International Student Fee Refund Procedure
- International Student Leave of Absence Procedure
- International Student Orientation Procedure
- International Student Recruitment and Selection Procedure including English Language Admission Requirements
- International Students Support Services Procedure
- International Students Visa and Enrolment Compliance Procedure
- Tuition Fees Payment Terms for International Students Procedure.

### **6.3. Associated Forms**

- Nil.

### **6.4. Other associated documents**

- Nil.

## **7. Responsibility**

The Director Education is responsible for ensuring compliance with this policy, and its associated procedures and systems.

## **8. Review Frequency**

This policy is to be reviewed every three (3) years.

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