**Rationale**

- The International Student Program (ISP) is designed to ensure that international students receive high quality education within a safe learning environment.
- There are five categories of international students who may enrol in a government school:
  - Standard: full fee paying students
  - Study Abroad: shorter term study option
  - Temporary: students who are visiting Australia on a temporary basis, e.g. as tourists
  - Dependent: children of persons, usually as tertiary students, who are in Australia
- Exempt: these students are exempt from paying tuition and related fees. The categories for exemption are identified in the Ministerial Order based on their purpose of stay and contribution to Victoria. This includes AusAid or Defence Sponsored Scholarship holders.
- International students must submit a complete application form, receive an offer of a place in a Victorian Government school, pay relevant fees and comply with their student visa conditions.
- Registration is required to enrol a temporary international student or a student entitled to fee exemption.

**Purpose**

- To ensure all international students receive a high quality education in a safe learning environment whilst at Point Cook Senior Secondary College.
- To ensure the school complies with DET policy in regard to International Students.

**Implementation**

- The school will refer to the Quality Standards for comprehensive information on the legislative framework, policies, procedures and guidelines relating to the International Student Program.
- In order to enrol international students, the school will apply for accreditation under the guidelines.
- The school will be audited at least once during each four year accreditation period.
- The school will apply for re-accreditation every four years during the same year as their school performance review.
- The school will ensure the program does not affect the school’s provision of its normal education programs or deny a local student access to educational programs.
- The school will use the Intensive English Language Program (IELP) Guide and Guidelines which provides comprehensive and useful information to support government schools in effectively delivering Intensive English Language Programs to international students.
- The school will appoint a suitably qualified person as International Student Coordinator (ISC) to be responsible for day-to-day coordination of the ISP within the school and to deal with all matters affecting the welfare of students while the student is studying at the school.
- The school will ensure the capacity of the ISC is enhanced by professional learning and will utilise the ISC Professional Learning and Mentoring Programs.
- Please refer also to the school’s Enrolment Policy and to the Assessment, Duty of Care and the Using Digital Technologies Policies for specific references to International Students.
Evaluation

- This policy will be reviewed as part of the school’s review cycle or if guidelines change (latest update late February 2016).

This policy was ratified by School Council on 17/11/2016

Reference: