

Policy Suspension or Variation Instrument

INTERNATIONAL STUDENT ADMISSIONS TEMPORARY ARRANGEMENTS

Section 1 - Purpose and Context

- (1) This instrument is made under clause 16 of the Delegations of Authority Policy that enables suspension or variation of University policies where this is reasonably necessary to respond appropriately to an emergency or an urgent circumstance.
- (2) The Approving Authority has deemed that suspension or variation to a Policy or Policies, as detailed below, is reasonably necessary to respond appropriately to the current COVID-19 virus pandemic.

Section 2 – Details of suspension or variation

- (3) Policy/policies affected:
 - a. Admissions Policy
 - b. Enrolment Policy
 - c. International Student Fees and Refunds Agreement
- (4) Details of changes or suspension:
- (5) All recommended changes will apply to HY1 2021: Quarter One, Quarter Two, Autumn Session, Research R1, 1H, SCC Quarter One, SCC Quarter Two, SCC Session One.
 - a. Admissions Policy

Clause (24). Where English is not an applicant's first language or where an applicant has completed studies in a language other than English, they must demonstrate proficiency in English by achieving a prescribed level in an approved English examination in one sitting. The approved English Language examinations include the International English Language Testing System (IELTS), the Test of English as a Foreign Language (TOEFL), and for some courses, the Pearsons test for English (PTE); Recommended change is a procedural change and relates to adoption of additional tests as evidence of demonstrated English language proficiency.

Clause (25). Applicants may be required to provide evidence that their prior study in English or English Language examination results have been completed within two years of the proposed commencement of study; Recommended change is a procedural change and relates to an extended period for examination tests to three years.

Clauses (24) and (25): For international students to demonstrate proficiency in English during COVID-19, it is recommended that the approved English Language examinations include TOEFL iBT and IELTS Indicator Test to demonstrate proficiency in English by achieving a prescribed level. These tests will not be accepted for programs requiring IELTS 7.0 (or equivalent) or above; Approved English Language examination results to be accepted if completed within three years of the proposed commencement of study.

b. Enrolment Policy

General Requirements for Enrolment

Clause (14b). Commencing students are enrolled on completion of all of the following:

14b. acceptance of the offer of admission and fulfilment of any conditions attached to the offer; relates to the change of provision of certified document conditions upon enrolment for International students. Students with conditions stipulating certified documents will be permitted to enrol on the condition they submit certified documents prior to census date;

c. International Student Fees and Refunds Agreement

Clause (9a). will assess applications for refunds in accordance with the Agreement; relates to extending the period a refund can be applied and removal of the lesser of \$500 or 5% of unused tuition fees paid in [Clauses \(24\) and \(31.4\) International Student Fees and Refund Agreement](#).

It is recommended that commencing international students will not incur a financial liability if they withdraw from their course/units after the approved census date due to a student visa refusal. Commencing students will be eligible for a **full** refund of tuition fees if they apply for a refund within two weeks of their student visa refusal notification. The lesser of \$500 or 5% will not be retained. A full refund will also apply if the student visa refusal outcome is notified after completion of their first session of study.

Commencement Date: 15 May 2020

End Date: 15 November 2020

Note: End date must but no longer than 6 months from Commencement Date, but this instrument may be extended or renewed for a further period of up to 6 months.

Name of Approval Authority	Senate Executive Committee
Position of Approval Authority	-
Date of Approval	21 May 2020 (SEC 20/06:16)
Date of Publication	25 May 2020

Section 3 - Extension/Renewal

(6) This Policy Suspension or Variation Instrument has been extended for a period not exceeding 6 months, under clause 16 (b) of the *Delegations of Authority Policy*.

Name of Approval Authority	Senate Executive Committee
Position of Approval Authority	-
Date of Approval of Extension	8 September 2020
New End Date:	15 May 2021
Date of Publication	16 September 2020