

# English Language Proficiency and Educational Qualification Policy



ST JOHN'S  
GRAMMAR

## International Students

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<b>Source of Obligation</b>	Standard 2.2 of the National Code requires the School to implement a documented policy and process for assessing whether an International student's English language proficiency, educational qualifications or work experience is sufficient to enable them to enter the course.
<b>St John's Grammar School's Policy</b>	It is the School's policy to assess an International student's English language proficiency and educational qualifications during the recruitment process and prior to their enrolment at the School.
<b>Assessing English Language Proficiency</b>	<p>The School uses the following types of assessment to determine whether an intending International student satisfactorily meets the minimum level of English proficiency required for the course:</p> <ul style="list-style-type: none"><li>• Student academic reports; and</li><li>• Conducting face to face interviews that may include a written English test.</li></ul>
<b>Assessing Educational Qualifications</b>	<p>The School may assess the educational qualifications of an intending International student by requesting:</p> <ul style="list-style-type: none"><li>• Student academic reports from the school which the International student attended in their home country and/or the school they attend/ed overseas; and</li><li>• Obtaining School reports from the Student's home country</li></ul>
<b>Record Keeping</b>	The School maintains evidence of compliance with this policy by maintaining records of assessments made in relation to International students. Records will be maintained in accordance with our International Students Records Management and Retention Policy.