



Assessing Students Academic and English Language Proficiency Policy

1. Purpose

This Policy seeks to ensure that Methodist Ladies' College ("MLC" or "the College") meets the Education Services for Overseas (ESOS) Act and the National Code requirements to ensure that prospective overseas students' academic and English language proficiency is sufficient to enable them to enter the academic programs offered by MLC.

2. Scope

This policy applies to the enrolment of International Students at MLC.

"International Student" has the same meaning as "overseas student" in Section 1.1.3 of the Education and Training Reform Act 2006 (Vic).

3. Policy Principles

3.1 Assessing English language proficiency

The College will assess the language proficiency of all Students who do not speak English as their first language. To undertake this assessment the College uses a combination of English proficiency tests (AEAS or iDat), student academic reports and interviews to determine whether a prospective International Student meets MLC's minimum level of English proficiency required for their chosen course. Note: Students in Years 4-6 are only able to take the AEAS test.

Where an English proficiency test has been undertaken, enrolment can only be processed after the results of this test have been provided to MLC.

The College's minimum requirements for International Students who do not have English as their first language are detailed below:

Year Levels	Minimum Score Achievement	
	AEAS	iDat
Years 4 – 6	46+	NA
Years 7 - 9	71+	71+
Years 10 - 12	80+	80+

International Students may be required to complete an ELICOS course for the number of weeks necessary to reach the required level for entry to the College. These students will need to be re-tested for English language proficiency at a date appropriate to their commencement date at the College. If the Student has not met the minimum standard to join MLC, the College may cancel the

enrolment. MLC may contact the English Language School prior to a student's entry to ensure a smooth transition to MLC.

MLC's preferred ELICOS providers are:

Avalon College (can offer boarding)
480 Avalon Road LARA VIC 3212
Phone (+61 3) 5282 4733
Email: admin@avaloncollege.vic.edu.au

Hawthorn-Melbourne English Language Centre
333 Exhibition Street Melbourne VIC 3000
Phone (+61 3) 9815-4000
Email: admissions@hawthornenglish.vic.edu.au

Requests to use an alternative ELICOS provider must be approved by MLC prior to enrolment. The ELICOS provider will invoice Parents directly for this course.

3.2 Assessing academic qualifications

A student's academic qualifications are assessed against the requirements of the relevant year level of the Australian curriculum the student is requesting entry at. The Victorian Curriculum F-10 achievements standards are relevant for students in Prep to Year 10, and for students in Years 11 to 12, the relevant accredited senior secondary qualifications of VCE and the IB Diploma Programme.

Entry requirements:

- For Junior School Students: evidence of application to school work and age-appropriate achievement in literacy and numeracy of the curriculum within the Working Towards Band or above.
- For Year 7 – 12 students: a "C" grade (60%) or better for the majority of core subjects.

MLC may assess the educational qualifications of prospective International Students by requesting:

- Educational certificates
- School reports from a student's home country
- Course materials from the school they attended in their home country
- ELICOS reports.

4. Procedure

English Language Proficiency Assessment

On application to the College, Parents are requested to provide details of a student's English language competence.

The requirement for an English proficiency test is based on the following:

- Student has undertaken full English instruction for 3 years or more – no English proficiency testing requirement
- Student has undertaken less than 3 years of full English instruction – English proficiency testing requirement
- Student has undertaken bilingual instruction (student's first language and English) – English proficiency testing requirement
- Student has undertaken all instruction in student's first language – English proficiency testing requirement

MLC is not considered a First Phase English Language instructor and therefore may not consider students whose entry year level is between Prep and Year 3 and have had no or limited exposure to English instruction.

The Admissions Manager in consultation with the Director of Learning Diversity (or delegate) will take into account the student interview, English proficiency testing, and any other evidence provided to determine whether a student's English proficiency meets the College's requirements.

For students with a history of 3 years or more English instruction, this assessment will include the provision of evidence to substantiate an appropriate level of English proficiency to enable the waiving of the requirements for an English language assessment.

Academic Qualification Assessment

Supporting evidence provided to verify the academic qualifications of a prospective student are assessed by the Admissions Manager in conjunction with the relevant Head of School and the Director of Learning Diversity.

5. References

- The Education Services for Overseas Students (ESOS) Act (Commonwealth)
- National Code of Practice 2018

6. Governance

Document Details

Title:	Assessing Students Academic and English Language Proficiency Policy
Document No:	ISPOL-0002
Revision	2.03
Approver:	Vice Principal
Owner:	Admissions Manager
Date of Last Review:	30/09/2024
Date of Next Review:	30/09/2026
Scope:	MLC Staff;Wider Community

