

<b>Policy Link</b>	Nil				
<b>Responsible Officer</b>	Academic Dean				
<b>Superseded Documents</b>	Nil				
<b>Associated Documents</b>	Admissions Policy Assessment Handbook				
<b>Review Date</b>	May 2020				
Version	Endorsed By	Date	Authorised By	Approval Date	Effective Date
1.0	The Principal	19/05/2015	Governing Board	19/05/2015	19/05/2015

## 1. PURPOSE

This Policy provides for the English language proficiency of students in accordance with the College graduate attributes and government regulatory requirements.

## 2. BACKGROUND

This Policy has been developed in response to the recognition by the higher education sector of the contribution of English language proficiency to academic success, graduate outcomes and vocational employment.

## 3. SCOPE

This Policy applies to the academic programs of the College, to faculty, students and administrative staff involved in student support services.

## 4. DEFINITIONS

This section sets out definitions for key terms and acronyms referred to in the Policy.

Term	Definition
DIBP	Australian Department of Immigration and Border Protection
ELP	English Language Proficiency is the ability of students to use the English language to make and communicate meaning in spoken and written contexts while completing their course of study. <i>(TEQSA Glossary of Terms)</i>

## 5. POLICY STATEMENT

### 5.1 Introduction

- (i) The College has a duty of care to ensure that students admitted to the College courses can cope academically with the level of English language required.
- (ii) Courses at Moore College are normally, and primarily, studied in English, that is, English is the language of instruction and assessment.
- (iii) English language skills cover reading, writing, speaking and listening.

## 5.2 English Language Admission Requirements

- (i) English language admission requirements will be set by the Academic Board of Moore College for programs and courses, at an appropriate level for students to successfully undertake their studies.
- (ii) Prospective students will be informed of the English language admission requirements via course information on the College website and other course information materials.
- (iii) International students must satisfy the English language and other requirements of DIBP for visa applications.

## 5.3 English Language Development

- (i) Course curriculum will contribute to the development of English language proficiency, through course design, course delivery and assessment practices.
- (ii) Courses of study will develop discipline specific communication skills.
- (iii) Students will be provided with support to develop their English language proficiency and academic language proficiency.
- (iv) Students must take responsibility for their own language and learning development.

## 6. LEGAL AND POLICY FRAMEWORK

Relevant legislation includes:

Educational Services for Overseas Students (ESOS) Act 2000  
Higher Education Standards Framework, December 2014  
Higher Education Support Act 2003  
TEQSA Act 2011

## 7. IMPLEMENTATION

This section outlines responsibility for implementation and compliance monitoring:

Academic Dean  
Registrar

## 8. ACKNOWLEDGEMENTS

Acknowledgement is made of the following documents in reviewing standards for this policy:  
Curtin University. *English Language and Learning Policy*. AB 157/13  
University of Queensland. *English Language Proficiency Admission and Concurrent Support*. 3.40.14 10 October 2014.  
University of Tasmania. *English Language Proficiency Policy*. Version 1 December 2014.  
University of Technology Sydney. *English Language Policy*. UR10/960 02/11/2011

## 9. REVIEW AND HISTORY

Version	Approved By	Approval Date	Effective Date	Sections modified
1.0	Governing Board	19/05/2015	19/05/2015	New policy