| | |
|---|---|
| | Help for non-English speakers.<br>If you need help to understand this policy, please contact us at enquiries@kilvington.vic.edu.au |

## 1.0 Rationale

Kilvington Grammar School (the School) is a Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) registered provider of courses for Full Fee Paying Overseas Students at Primary and Secondary School level.

The School is committed to ensuring that overseas students whose first language is not English are accepted where they meet the minimum English language requirements and therefore have a good chance of successfully completing the course in which they are enrolled.

As a CRICOS registered provider of courses for overseas students, the School recognises it must comply with all guidelines issued under the Education Services for Overseas Students Act (2000) (ESOS Act), National Code of Practice for Providers of Education and Training to Overseas Students (2018) (National Code) and the Victorian Child Safe Standards (2022).

## 2.0 Purpose

The purpose of this Full Fee Paying Overseas Student Assessment of English Language Proficiency Policy (the Policy) is to outline how the School manages and monitors an overseas student's English language proficiency.

## 3.0 English Language Entrance Requirements

If English is not the applicant's first language, they will be required to undertake an English assessment prior to consideration being given to their application for enrolment. The applicant's family must meet the cost associated with English language proficiency testing on each occasion.

The School's preferred assessment organisation is Australian Education Assessment Services (AEAS). However, upon mutual agreement between the School and the Student's family, the results of other English Assessment Tests may be considered.

AEAS test results need to be recent enough for the School to be confident that they are a true and accurate reflection of the student's current English ability. This test is suitable for students aged eight and above. The AEAS website in English is: http://aeas.com.au/home/welcome/

The required level of English proficiency for direct enrolment is below:

| Year Level | AEAS |
|---|---|
| ELC | Not applicable |
| Prep-Year 3 | Interview only |
| Year 4 – Year 6 | 30 or above |
| Year 7 | 50 or above |
| Year 8 | 65 or above |
| Year 9 | 70 or above |
| Year 10 | 75 or above |
| Year 11 | 80 or above |
| Year 12 | Not applicable |



Kilvington Grammar School ABN: 79 117 529 932
CRICOS Provider Code: 00149A
CRICOS Course Code Prep – Year 6: 019777F
CRICOS Course Code Years 7 - 12: 005349G

### 4.0 English Language Intensive Courses for Overseas Students (ELICOS)

A student will be required to undertake an English Language Intensive Course to help accelerate their English language acquisition to ensure they are ready to enter the School. Entry is also dependent upon satisfactory reports from the ELICOS provider stating that the student is ready to enter the year level for which they applied.

The School is able to recommend the following providers of English Language Intensive Courses for Overseas Students:

1. Avalon College
480 Avalon Road
Lara, 3212 Australia
P: +61 3 5282 4733 CRICOS No. 01803A
https://www.avaloncollege.vic.edu.au

2. Hawthorn-Melbourne at the University of Melbourne Hawthorn campus 442 Auburn Road
Hawthorn, Victoria, 3122, Australia P: +61 3 9815 4000
CRICOS No. 02931G
http://www.hawthornenglish.edu.au/english-language-courses/efhs/

### 5.0 Responsibilities

- The applicant's family must organise and meet the cost associated with English language proficiency testing on each occasion.
- The International Student Coordinator and/or Director of Admissions will assess applications on their merit and in conjunction with other key staff.
- Where possible, students may also be interviewed by the International Student Coordinator or another staff member as part of the application process.
- It is the School's responsibility to assess whether the applicant's level of English is sufficient to enable them to successfully complete the course for which they have applied.

### 6.0 Relevant Legislation and Regulations and Related Documents

### 6.1 Relevant Legislation and Regulations

- Education Services for Overseas Students (ESOS) Act (2000).
- National Code of Practice for Providers of Education and Training to Overseas Students (2018).
- Victorian Child Safe Standards (2022).

### 6.2 Related Documents

- Child Safety and Wellbeing Policy
- Child Safety Code of Conduct
- Complaints Resolution Policy (Parents, Guardians and Students) Policy
- Full Fee Paying Overseas Student Academic Progress and Attendance Policy
- Full Fee Paying Overseas Student Business Regulations: International Students Enrolment and Written Agreement
- Full Fee Paying Overseas Student Education Agents Policy
- Full Fee Paying Overseas Student Enrolment Policy
- Full Fee Paying Overseas Student Enrolment Deferment, Suspension or Cancellation Policy
- Full Fee Paying Overseas Student Refund Policy
- Full Fee Paying Overseas Student Transfer Request Policy
- Full Fee Paying Overseas Student Younger Overseas Student Policy
- Privacy Policy



Kilvington Grammar School ABN: 79 117 529 932
CRICOS Provider Code: 00149A
CRICOS Course Code Prep – Year 6: 019777F
CRICOS Course Code Years 7 - 12: 005349G

**7.0 Evaluation**
**Policy reviewed: August 2026**
**Approval: The Executive**
**Review cycle: 5 years**



Kilvington Grammar School ABN: 79 117 529 932
CRICOS Provider Code: 00149A
CRICOS Course Code Prep – Year 6: 019777F
CRICOS Course Code Years 7 - 12: 005349G