



## International Student Program

### Student Monitoring Progress Policy

<b>Status</b>	<b>CURRENT</b>
<b>Classification</b>	Board Endorsed
<b>Established</b>	2005
<b>Last Review</b>	2024
<b>Responsibility</b>	International Office/ Deputy Principal – Academic /Deputy Principal - Student

The purpose of this policy is to monitor International and domestic student academic progress to ensure compliance with State and Federal legislative requirements and Academic progression. The intent is to provide all students with the best opportunity to achieve the learning outcomes of their chosen course. All procedures for *Curriculum, Assessment and Reporting* can be found in that specific policy document

#### 1. Monitoring Progress

Academic progress of all students in each subject will be monitored by the following:

- i. Assessment task marks entered and stored in SM Marks
- ii. Further data kept in the school database can include, but is not limited to:
  - a) HSC results (past and present)
  - b) External Allwell Testing
  - c) NAPLAN results
  - d) GPA (calculated twice yearly by the Academic Office)
- iii. Twice yearly Academic reports
- iv. Parent Teacher/Student interviews

#### 2. Unsatisfactory progress

A student is deemed as making *unsatisfactory progress* when they do not meet minimum academic and diligence standards in one or more than one course as outlined by the School Assessment document in conjunction with and adhering to NSW Education Standards Authority (NESA) guidelines. A student may be considered as making *unsatisfactory progress* in a course if they have not met one or more of the following criteria:

- i. Followed the course, developed or endorsed by NESA

(CRICOS Requirement 3.11 – Overseas student visa requirement)  
Updated 20/09/2024



- ii. Applied themselves with diligence and sustained effort to the set tasks and experiences provided in the course by the school
- iii. Achieved some or all of the course outcomes
- iv. Completed work placement for VET Courses
- v. Made a genuine attempt at assessment tasks that total more than 50% of the available school assessment marks for that course
- vi. International students maintaining 80% attendance of scheduled course hours

### 3. Procedures for Intervention

#### a) Years 10, 11, 12

A student in Years 10, 11, 12 whose progress in a course is deemed unsatisfactory will be subject to the following procedures and guidelines (See attached documentation). Issuing of the following in order;

- i. Letter of concern
- ii. Warning Letter (1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>)

These letters are issued to the student and parent/guardian. These letters may recommend the implementation of one or more Intervention Strategies. A copy of these letters will be kept on file by the Academic Office.

#### b) Years 5, 6, 7, 8, 9

A student in Years 7, 8, 9 whose progress in a course is deemed unsatisfactory may be subject to one or more of the following intervention strategies. All Intervention Strategies implemented will be kept on file by the Head of Faculty.

#### c) Intervention Strategies

An intervention strategy may be implemented immediately and may consist of one or more of the following:

- i. Interviews with the student and/or;
  - a. Class/Subject Teacher
  - b. Head of Faculty
  - c. International Student Academic Advisor
  - d. Student/House Formation Leader
  - e. Executive Officer: International Student Program
  - f. Deputy Principal - Students
  - g. Deputy Principal – Academic

*(Students may wish to bring a support person to any of the above interviews)*

- ii. Academic Reviews and Monitoring by International Student Academic Advisor
- iii. Meeting(s) with the College Psychologist
- iv. Participation in Learning Support groups
- v. Participation in after school study support

*(CRICOS Requirement 3.11 – Overseas student visa requirement)*

*Updated 20/09/2024*



# ST AUGUSTINE'S COLLEGE - SYDNEY

A Catholic Congregational school for boys in Years 5 to 12, teaching the Augustinian values of  
'Truth, Love & Community'

A student's individual academic intervention strategy will be monitored by the Academic Office, in conjunction with House and Student Formation Leaders and International Office, as applicable.

## **d) N Determination**

Students who do not make satisfactory progress after an academic intervention may be in breach of NESA guidelines and may receive an N Determination.

*(CRICOS Requirement 3.11 – Overseas student visa requirement)  
Updated 20/09/2024*

