

1. Purpose

This Policy sets out the measures used at Australian School of Accounting (ASA) for assessing English language proficiency in relation to student admission.

This Policy has been developed in recognition of the importance of English language proficiency to successful academic progress and in recognition of ASA’s responsibility in ensuring all students are adequately equipped to engage in their studies and achieve their learning goals.

2. Principles

This Policy is informed by ASA’s commitment to complying with its obligations as contained in the Higher Education Standards Framework. Specifically, ASA seeks to ensure:

1. that the students it accepts are sufficiently competent in the English language to attempt to complete all subject requirements; and
2. that its graduates are able to communicate competently in the English language.

3. Scope

This Policy applies to all students seeking admission to ASA.

4. Definitions

Term	Definition
English Language Proficiency	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.

5. Policy

Applicants for admission to all courses at ASA are required to demonstrate and meet one of the following minimum English Language Proficiency standards:

- a) English is the applicant’s first language; or
- b) Satisfactory completion, within five years of the date of application for admission, of at least one year of full-time or equivalent full time study at senior secondary, post-secondary or tertiary level in a country in which English is the primary official

- language and in which English was the sole medium of instruction and assessment for the period of study claimed, resulting in an AQF award or an award recognised by the Department of Education and Training, Overseas Qualification Unit; or
- c) A pass grade or better in an English language subject at Australian Year 12 level or overseas equivalent; or
 - d) Satisfactory completion of an English for Academic Purposes program at a NEAS accredited English Language Provider recognised by the Academic Board Teaching and Learning Committee; or
 - e) Achieving the minimum program requirements in an approved English Language test within two (2) years prior to commencement of study.

Minimum requirements are:

Test	Requirement
IELTS Academic (International English Language Testing System)	Overall Band Score 6.0 with a minimum sub-score of 5.5 in writing, reading, speaking and listening
TOEFL (Test of English as a Foreign Language) Computer Based Test	213
TOEFL (Test of English as a Foreign Language) Internet Based Test (iBT)	60 Overall (with a writing score of 20)
PTE Academic (Pearson Test of English)	Overall score 51 with no skill score < 42
CAE (Cambridge Certificate in Advanced English)	Grade A (52-57) or better
CPE (Cambridge Certificate of Proficiency in English)	Grade of C (45) or better

Applicants to any of ASA's courses must provide documentary evidence that they meet English Language Proficiency requirements.

6. Specific Related Document

Student Admissions Procedure Flowchart
Student Admissions Procedure

7. Relevant Legislation

Higher Education Standards Framework 2015

9. Version Control

Document		English Language Proficiency Assessment Policy			
Approved by		Academic Board		Date: 04 November 2020	
Version #	3.0	Replaces Version	2.1	Academic Board approval	
	2.1		2.0	Governance restructure	
	2.0		1.5	Academic Board approval Next review	2022
	1.5		1.4	CRICOS RFI	
	1.4	Replaces Version	1.3	Minor amendments by Academic Board	
	1.3		1.2	Council review	
	1.2		1.1	Style review	
	1.1		1.0	Project Manager review Next review	2020
	1.0		0.3	Academic Board approval Styling	
	0.3		0.2	Academic Board review	
	0.2		0.1	Policy and procedure separated	
	0.1		00	Generic	

Responsible Officer	Principal
Approving authority	Academic Board
Approval date	04 November 2020
Commencement date	2019
Review date	2023
Version	3.0
Related Documents	<i>Student Admissions Policy</i> <i>Delegations Policy</i>

