

1. Purpose

The purpose of this policy is to ensure suitable, fair and transparent intervention processes are in place for overseas students at risk of not meeting their academic progress requirements as in accordance with The National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2018, known as 'The National Code 2018' Standard 8.

This policy and separate procedure support the Australian School of Accounting (ASA) by providing a documented process for assisting at risk students with a pathway to re-engage with their learning and be able to meet their study targets within the required course duration.

2. Scope

All overseas students at ASA will be provided the appropriate support from Student Support Officers to help them meet their course requirements. Under certain conditions intervention may be required, as detailed in this policy, to help overseas students meet their course requirements. This policy and associated procedure are to be made readily available to all staff and students.

3. Definitions

Compassionate or compelling circumstances	Extenuating circumstances which are usually beyond the student's control and impact upon the student's progress or wellbeing. This includes but is not limited to serious injury or illness, bereavement, being a victim of crime or traumatic experience.
Exclusion	The student cannot enrol in a course at the same or higher level for the period of exclusion.
Intervention Strategy Plan	The individual plan to provide academic support and/or assistance to a student identified as being at risk of not achieving satisfactory course progress in the current or previous study period.
Overseas/international student	A student of ASA who holds an Australian Student Visa and is enrolled in a CRICOS registered course.
PRISMS	An acronym for Provider Registration and International Student Management System used to process information given to the Department of Education, Skills and Employment (DESE) by registered providers.

Satisfactory course progress	The minimum level of progress required to maintain academic standards in a course.
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4. Intervention Strategy Plan

ASA is committed to supporting student success and achievement through monitoring student progression. Where required ASA will implement Intervention Strategies for students not meeting the course requirements as soon as progression issues arise. This can be a result of a Critical Incident, failure to complete required assessments or through poor attendance. Every student Intervention Strategy is developed and reviewed separately for that individual student to ensure fairness, equity and access.

ASA manages student intervention through the Intervention Strategy Plan. The Intervention Strategy Plan is a written plan and agreement to be signed by both the student, the Academic Dean and/or student support staff member. This plan is developed in consultations between the student, student support and the Academic Dean. The Intervention Strategy Plan specifies terms such as which actions and approaches will be used to support the student, as well as the timeframe and targets, so they may still complete their course within the period of their Confirmation of Enrolment (CoE).

Intervention Strategy Plans are carefully and frequently monitored to ensure compliance by students and ASA support staff. Monitoring formally takes place at the end of each quadmester or more frequently if issues such as attendance are specified in the plan.

Students who fail to comply with agreed actions under the signed Intervention Strategy Plan may be excluded as specified in the Student Progression and Student at Risk Policy. Further, ASA will be required to report the student's non-compliance to the appropriate legislated government monitoring bodies.

5. Related legislation and regulations

- The National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2018, known as 'the National Code 2018' Standard 8
- Migration Act 1958 (Commonwealth)
- Education Services for Overseas Students Regulations 2001
- Education Services for Overseas Students Act 2000

6. Related policies, procedures, and documents

- *International Student Intervention Policy*
- *Student Progression and Student at Risk Policy*
- *Student Progression and Student at Risk Procedure*
- *Student Grievance Handling and Resolution Policy*

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- *First Warning “At Risk” of Unsatisfactory Course Progress*
- *Intervention Strategy Form*
- *Second Warning Unsatisfactory Course Progress*
- *Notice of Unsatisfactory Course Progress*

7. Version Control

Document		International Student Intervention Policy			
Approved by		Academic Board		Date: 22 December 2021	
				Next review date	2024
Version #	1.0	Replaces Version #	(1.1 policy and procedure separated) 0.1-0.2	Policy and Procedure separated AB Approval	
	1.1		1.0	Minor updates	
	1.0		0.1-0.3	Further amendments after AB review Academic Board approval	
	0.1			Developing policy and logo added	