



Subject: POLICY ON ENTRY REQUIREMENTS	Policy No: INT2 – Version 2
	Effective: September 2014
	Revised: June 2021
Covers: ALL INTERNATIONAL STUDENTS	Review Date: June 2023

National ESOS Code: Standard 1, 2 and 3
CRICOS Code Number: 00482K

Policy on Entry Requirements

St Michael's Collegiate School will consider enrolment applications from students wishing to apply for a Student Visa or other visa which classifies the student as an overseas full-fee paying student, subject to compliance with minimum requirements and conditions set by the School, and with legislative requirements of the State of Tasmania and the Commonwealth of Australia, including any requirements to undertake extra tuition to learn English to meet the English language proficiency standard needed to enter mainstream classes.

- Applications for enrolment must be made in the first instance using an Expression of Interest form via paper PDF emailed, or via online completion. Following the gathering of all relevant information required by St Michael's Collegiate School as listed below, a full enrolment form must be completed via paper PDF or via online completion. The full enrolment form is a step to formalisation of the enrolment and includes all terms and conditions relevant to the enrolment continuing to be processed for consideration. Forms must be correctly and fully completed, and the following documents are required to support the application:
 - A copy of the student's school reports for the last two years - certified copies translated into English.
 - Certified copies of certificates, awards etc, indicating an applicant's extra-curricular activities.
 - A reference from the student's principal, class teacher or sport/music coach or an associate of the family (where the student's school has not yet been notified of withdrawal intention) as to the student's character, study practices i.e. class and individual focus, cooperation with staff and fellow students and willingness to participate as well as any further attributes which could be outlined about the student. The reference should also, in the opinion of the writer, indicate how the writer believes the student will cope and adapt to an overseas school and boarding environment.
 - Copies of any certificates of public examinations (where applicable).
 - A copy of the student's passport.
 - Results of an English proficiency assessment test which outlines levels across English, mathematics and abstract (non-verbal) reasoning and an oral/aural assessment interview. Acceptable tests are iSTARTOnline www.istartonline.com or Australian Education Assessment Services (AEAS) www.aeas.com.au - or produce evidence that the student's level of English is of sufficient standard to enable her to cope with mainstream classes.
 - An interview may be additionally required.
 - Immunisation Schedule. Student are not permitted to commence, following acceptance until a full immunisation schedule has been provided to the School.
- Where the above documents are not in English, certified translations in English are required, with necessary costs to be met by the applicant.
- An application for enrolment can only be processed when all of the above documents have been provided to the Director of International Enrolments for the School and subsequently considered by the Principal.
- Applications from overseas students, are processed according to established policy and procedures, and are dealt with on their merits and are at the discretion of the School.
- Assessment procedures include an evaluation of reports from previous schools, extra-curricular activities, character references provided (including study attributes / coping skills which may be noted), English language proficiency and other assessment results, recommendations, or if applicable medical reports as provided.
- In cases where report cards are not available or are inconclusive for any reason, the School may require relevant testing of the applicant to assess the application.
- Where assessment results as at 2(f) cannot be provided due to an assessment test not being able to be undertaken (assessment test not offered in student's location for example) the School may request the student to be interviewed either in person or via videoconference.



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Minimum academic and English language requirements are as follows:

English Language Proficiency Requirements

8. St Michael's Collegiate School requires evidence of sufficient proficiency in English to successfully meet the curriculum demands of the enrolled course. This is a requirement under The National Code, Section D Standard 2.
9. If applicable, the school can assess evidence of English language proficiency presented by a student at the time of application through either a personal interview being conducted with the student, or where a student has been in an international school and all subjects have been delivered by the School in English for the past 5 years, or a student's primary language is English i.e. (i.e., in some countries such as Malaysia or Singapore many students use English as a main language). In addition, many European students have a high-level proficiency of English and may not require assessment testing but may require an interview via SKYPE to allow the School to confirm the exception of assessment testing for English proficiency.

The decision on whether to proceed with an assessment English proficiency test will be determined by the Director of International Enrolments and may be in liaison with the Principal and/or EAL Teacher/International Student Coordinator of the School.

10. Onshore applicants (applying or transferring from another school in Tasmania) may be required to undertake an iSTARTOnline Assessment test which will be conducted and supervised at and by the School. See: www.istartonline.com The iSTARTOnline assessment test is a test instrument offered by an external company to the School and a fee applies and is paid directly to iSTARTOnline. It is not a school fee however it is a requirement of entry for an assessment to be conducted to determine English proficiency levels. Onshore applicants may also be required to attend a personal interview.

Should an onshore applicant be able to produce a recent (within the past 12 months) assessment test results report from either iSTARTOnline (www.istartonline.com) or from AEAS (www.aeas.com.au) this test may be acceptable as part of the documentation required for consideration of entry.

11. Offshore applicants are required to undertake an assessment entry test by one of the following instruments:
iSTARTOnline (preferred test of the school) www.istartonline.com or AEAS
– www.aeas.com.au

Indication of language proficiency levels and suggested weeks of English, as provided by iSTARTOnline Assessment Services is attached as an example.

PROFICIENCY LEVELS COMPARISON TABLE (provided by iSTARTOnline Assessment Services)

COLLEGIATE HSP Program Levels	ELICOS Levels	CEFR / ALTE	NLLIA	ISLPR	iSTARTOnline	AEAS	IELTS	TOEIC	TOEFL PBT	TOEFL IBT	Cambridge	EIKEN	HKDSE
Direct Entry*	Proficient	C1 & C2	7	4+			7.5+	901+	607+	101+	CPE & CAE		
Direct Entry*	Advanced	B2	6	3+ -4	75+	70+	6 - 7	751 -900	567 - 603	86 - 100	FCE	1	7.16 - 7.77
Level 5*	Upper- Intermediate	B1+ / B2	5	2+ -3	65 - 74	61 - 70	5 - 6	526 - 750	527 - 563	71 - 85	PET	Pre - 1	6.81 - 6.99
Level 4*	Intermediate	B1 / B1+	4	1+ 2	55 - 64	53 - 60	4 - 5	401 - 525	473 - 523	52 - 70	PET	2A / 2	6.31 - 6.51
Level 3*	Pre-Intermediate	A2+ / B1-	3	1- 1+	46 - 54	46 - 52	3 - 4	301 - 400	420 - 470	36 - 52	KET	Pre - 2	5.48 - 5.68
Level 2*	Elementary	A1+ / A2	2	1-			2 - 3	151 - 300	333 - 417	16 - 35	KET	3-Apr	4.79 - 5.07
Level 1*	Beginner	A0 / A1	1	0+			1 - 2	0 - 150	310 - 323	0 - 15		5	

* The above chart is indicative only; direct entry will depend on class level into which student is entering. Weeks required of a High School Preparation English course will be as recommended by prior assessment testing on application.

INDICATIVE WEEKS OF ENGLISH RECOMMENDED BY iSTARTOnline - FOR EACH YEAR LEVEL OF ENTRY

LEVEL*	ELICOS Levels	Year 7	Year 8	Year 9	Year 10	Year 11*	Year 12**	* Year 11 notes	** Year 12 notes
Direct Entry*	Proficient	0 weeks	0 weeks	0 weeks	0 weeks	0 weeks	**0 weeks		Academic credits req'd
Direct Entry*	Advanced	0 weeks	0 weeks	0 weeks	0 - 4 weeks	*8 weeks	**8 weeks	Summer program	Academic credits req'd
Level 5*	Upper- Intermediate	0 - 4 weeks	0 - 4 weeks	4 - 8 weeks	4 - 12 weeks	*12 weeks	**12 weeks	Summer program	Academic credits req'd
Level 4*	Intermediate	4 - 8 weeks	4 - 8 weeks	8 - 16 weeks	12 - 16 weeks	*12 - 16 weeks	No entry	12 weeks & T4, Year 10	
Level 3*	Pre-Intermediate	8 - 16 weeks	8 - 16 weeks	16 - 20 weeks	16 - 20 weeks	* see notes	No entry	16 weeks & T4, Year 10	
Level 2*	Elementary	16 - 20 weeks	16 - 20 weeks	20 - 30 weeks	20 - 30 weeks	* see notes	No entry	20 weeks & T4, Year 10	
Level 1*	Beginner	20 - 30 weeks	20 - 30 weeks	30 - 40 weeks	30 - 40 weeks	No entry	No entry		

* indicative only. Recommended weeks above are as provided by iSTARTOnline Assessment Scales.

IMPORTANT NOTE: To determine the weeks of English required to reach the year level of entry standards needed, it is a requirement for every student to undertake an English Proficiency Assessment Placement Test (at no cost to family). The Hutchins High School Preparation English (HSPE) boarding program will, according to the level of proficiency attained in this assessment test, issue an Offer of Place outlining the number of weeks required according to the Year Level of high school into which the applicant intends to enter into a school within Tasmania or the mainland, or of course, The Hutchins School.

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