



INTERNATIONAL STUDENT ADMISSIONS

Policy and Related Procedures

DEFINITIONS

Terms in this document, for which definitions are not provided in the text or may not be self-evident or for which usage at ACC may differ to that in other higher education institutions are as follows:

Alternative entry qualification:

Alternative entry qualification allows international students to use other qualifications, life and work experience to help with admissions application.

Inherent Requirements:

International applicants must meet additional conditions of enrolment that include a study visa, insurance from an approved provider, and English language competence IELTS of 7.0.

Inherent requirements also include writing and computer skills and the ability to work in a team.

International/Overseas Student: A prospective or enrolled student who is not an Australian citizen, Australian permanent resident, New Zealand citizen, or holder of an Australian permanent resident humanitarian visa, and who requires an international student visa from the Australian Government to study in Australia, whether applying to ACC from within Australia or from overseas.

Pre-requisites (or Pre-requisite Studies): Areas and levels of study specified by the ACC, which a student must have successfully completed in order to be eligible for admission to the ACC Bachelor of Chiropractic degree program.

PURPOSE

The purpose of this policy is to outline the ACC's criteria for international student admission to the College and its commitment to fair, equitable and transparent admission and selection processes, which uphold the high academic standards to which the College aspires.

SCOPE

This document applies to all international prospective students.

POLICY AND RELATED PROCEDURES

1. Overview

1.1. Underlying Principles

International student applicants for admission to ACC's Bachelor of Chiropractic degree are assessed and admitted in accordance with the following four (4) principles:

1. Academic merit

2. Access and Equity
3. Recognition of prior learning
4. English proficiency

The International Student Admissions Policy will be reviewed annually to ensure that it supports ACC's marketing and strategic objectives in relation to selection and admissions and that it remains current and valid in the light of changing circumstances.

1.2. Applications

International student applicants are required to apply for admission directly to the ACC Admissions Office, using the International Student Application Form provided on the College Website (<https://acc.sa.edu.au/admissions/international-students/>)

The certified documents required as part of the application can be emailed directly to ACC admin@acc.sa.edu.au Original documents or certified copies must be sighted by the ACC Admissions Office before international students begin classes.

1.3. Applicants with a Disability

Where an international student applicant has a disability, the disability status should be indicated on the application form. The applicant will also be required to provide medical documentation from a relevant treating professional, detailing the impact of the condition on their ability to meet academic demands. The information provided will assist the ACC in assessing the application and best catering for a student's needs.

1.4. Under 18 International Students

The ACC does not accept international students under 18 years of age. The minimum age at which applicants may be admitted to the program is 18 years. Applicants may submit an application prior to this age but must reach the age of 18 prior to December 31 in the year preceding that in which the application for admission is sought.

2. Admissions Requirements

Admission to the ACC Bachelor of Chiropractic program will be determined on the basis of:

2.1. Academic Requirements

Academic merit, as determined by an assessment of the international student applicant's:

- most recent studies in Australia (if applicable); and/or
- most recent studies in their home country

2.2. English Language Requirements

International students are expected to meet ACC's English language requirements. The ACC will assess English language proficiency on the following basis including:

- An Academic IELTS test score of 7.0, or
- Having completed their pre-chiropractic requirements including prerequisites from an English speaking University.

ACC's English entry requirements can be viewed on the ACC website at

<https://acc.sa.edu.au/admissions/entry-requirements/>

2.3. Additional Requirements

Where applicable, some programs may have additional Admission Requirements, including but not limited to Inherent Requirements, academic or other tests or requirements (which must be reached or evidenced to the level required by the College), such as an interview, oral assessment, specific knowledge test, aptitude test, work experience, application statement/essay, referee report or registration with a particular body or organisation.

Applicants may satisfy admission requirements by completion of an alternative entry qualification accepted by the College. The College may, in its absolute discretion, refuse admission to an applicant where the applicant:

- i. has previously been suspended or excluded from the ACC or any other tertiary education institution for academic reasons, including but not limited to academic dishonesty or unsatisfactory academic progress; or
- ii. has outstanding fees owing to the ACC (based on the past history of the applicant).

2.4. Verification of Qualifications

The authenticity of documents will be verified by the ACC Admissions Office.

2.5. International Qualifications

All applications shall be accompanied by true and certified copies of documents verifying academic qualifications and results.

All international qualifications are checked against the National Office for Overseas Skills Recognition (NOOSR) database. Should a qualification not be able to be verified by NOOSR, the ACC will endeavour to seek other means of verification.

3. Prerequisites

Pre-requisites may change over time as ACC monitors the effectiveness of prerequisites that are in place in terms of their ability to prepare prospective international students for their Bachelor of Chiropractic studies at ACC. Further information is available at <https://acc.sa.edu.au/admissions/entry-requirements/>. For entry into the Bachelor of Chiropractic program, a student will be required to have studied the pre-requisite subject at an AQF level 5 or higher, or the equivalent thereof.

4. Offer of Admissions

Offers of admission include the following information:

- Specific progression conditions for academic and English language;
- Fees and payment details;
- Enrolment terms and conditions;
- Code of conduct;
- Refund Policy;
- Declaration and Acceptance of Offer.

Appeals

Should an international applicant not be satisfied with decisions of the College made under this policy, they may submit an appeal.

Appeals must be made in writing to the ACC Admissions Office at admin@acc.sa.edu.au. The appeal decision will be based on the written material and evidence provided.

Applicants who wish to appeal a decision made under this policy must do so within ten (10) working days of receiving notification of the admission decision, and are referred to the ACC *Grievance Management Non-academic (Students) Policy and Procedures*, available at <https://acc.sa.edu.au/current-students/policies/> for further information.

IMPLEMENTATION AND MONITORING

The Corporate Services Manager and Marketing Manager share the responsibility of recruiting or attracting international applicants.

The ACC Board of Directors has overarching responsibility for recruitment strategies and for approving and monitoring the implementation of admission policy and procedures for international students upon

recommendation of the Academic Board and its subcommittees and taking into account reports from the President and the Academic Dean. It also considers and endorses the specific selection criteria by which international applicants will be offered a place in the Bachelor degree program.

The Academic Board and its subcommittees are responsible for benchmarking ACC’s international student admission policies and procedures with other relevant higher education providers and providing to the Board of Directors reports and recommendations on standards and processes applicable to the ACC.

The process of selecting international applicants who are to be offered a place in the ACC degree program is the role of the Academic Registrar and Admissions Committee.

POLICY REVIEW

The ACC’s *International Student Admissions Policy and Procedures* is normally reviewed every three years. It is a policy of the ACC that any Policy or Procedure may be reviewed earlier as indicated by internal or external factors (including but not limited to such factors as changes in the guidelines of regulatory authorities, accreditation/registration requirements of the profession, or relevant legislation at state or federal level) as determined the Board of Directors and/or Academic Board.

RELATED POLICY DOCUMENTS

- Academic Credit & Recognition of Prior Learning Policy and Procedure
- Academic Appeals Policy
- Grievance Management Non-academic (Students) Policy and Procedures

VERSION CONTROL

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