

Policy on Entry Requirements - International Students

1. *St Paul's School* will consider enrolment applications from students wishing to apply for a Student Visa, subject to compliance with minimum requirements and conditions set by the School, and with legislative requirements of the State of Queensland 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.
2. Applications for enrolment must be made on *Admission Application International Student*. This must be correctly completed, and must be accompanied by the following documents to support the application:
 - a) Copies of Student Report Cards for the previous 2 years of study, including a copy of the latest Student Report;
 - b) A completed Reference Form from the student's current or most recent school Principal is also required if student Report Cards do not record student behaviour or commitment to studies;
 - c) Appropriate proof of identity and age;
 - d) Photocopy or scanned copy of passport page with name, photo identification, passport number and expiry date
 - e) Written evidence of proficiency in English as a second language if applying for direct entry into the School.
3. Where the above documents are not in English, certified translations in English are required, with necessary costs to be met by the applicant.
4. An application for enrolment can only be processed when all of the above are in the hands of the Registrar.
5. Applications from overseas students are processed according to established policy and procedures, and are dealt with on their merits.
6. Assessment procedures include an evaluation of reports from previous schools and of English language proficiency. 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. Minimum academic and English language requirements are as follows if applying for direct entry:

Academic Requirements (for direct entry)

1. Students must provide evidence of satisfactory academic performance appropriate to entry to the Year level requested on the *Admission Application International Student* Form or offered as an alternative point of entry by the school in a Letter of Offer.
 - a) *For Primary School:*
 - Evidence of application to school work and age-appropriate achievement in literacy and numeracy areas of the curriculum
 - b) *For Year 7 – 12 students:*
 - A pass level or "C" level or better for the majority of core subjects

English Language Proficiency Requirements

1. St Paul's school offers a High school Preparation Program for students aged between 12 and 18 years of age who do not possess sufficient proficiency in English to enter the Year level requested directly. Students entering Prep to Year 6 are placed directly into the relevant year level and be provided with ESL support.
2. *St Paul's School* requires evidence of sufficient proficiency in English for direct entry to successfully meet the curriculum demands of the enrolled course. This is a requirement under the 2007 National Code of Practice, Section D Standard 2.
3. *St Paul's School* accepts results from the following test instruments for students applying for direct entry and not undertaking the High School Preparation Program:

Acceptable Test	Minimum Test Result	For Entry to Year
AEAS	Determined by the School in conjunction with the AEAS recommendations.	7-10
AEAS/IELTS	Determined by the School in conjunction with the AEAS recommendations or an IELTS score of 5.5 with a minimum of 5 in writing.	11
AEAS/IELTS	Determined by the School in conjunction with the AEAS recommendations or an IELTS score of 6 with no score lower than 5.5.	12
EIKEN	Eiken Pre 2	7-10
EIKEN	Eiken 2	11

4. Students should note that if their language proficiency is below that outlined above, they may be required to undertake an intensive English language course through our High School Preparation Program before beginning mainstream studies.