



Sacré Cœur

Assessing Students Academic and English Language Proficiency Policy (International Students)

Document Control

Document Details

Document Name	Assessing Students Academic and English Language Proficiency Policy (International Students)
Document created by	Director of Risk and Compliance/Child Safety Officer
Document Approval	The Leadership Team

Document Management

Relevant to	Parents/Caregivers, Prospective Families, Students and Staff
Related documents include (but not limited to):	• PROTECT Identifying and Responding to Abuse - Reporting Obligations Policy • Child Safety and Wellbeing Policy • Reportable Conduct Policy • Child Safe Code of Conduct • Engaging Families in Child Safety Policy • Diversity Policy • Anaphylaxis and Allergic Reaction Policy • Parent/Caregiver Code of Conduct • Student Code of Conduct • Staff Code of Conduct
Related Legislation/Guidelines includes (but not limited to):	• Ministerial Order 1359 (Vic) • Education and Training Reform Regulations (2017) (Vic) • Equal Opportunity Act (2010) (Vic) • Disability Discrimination Act (1992) (Cth) • Disability Standards for Education (2005) (Cth) • Charter of Human Rights and Responsibilities Act (2006) (Vic) • Privacy Act (1988) (Cth) • Education Services for Overseas Students Act 2000 • Education and Training Reform Act 2006 • National Code of Practice for Providers of Education and Training to Overseas Students 2018
Review	Every 3 years, or as required

Change History

Author	Date	Change Description	Version
N Visic	April 2025	New Policy developed for the purpose of CRICOS Registration. Policy reviewed and endorsed by the Leadership Team. Policy communication to the School Community and published on the School's website.	V1



Sacré Cœur

Assessing Students Academic and English Language Proficiency Policy (International Students)

Introduction

Sacré Cœur is a Catholic independent girls' school, from Preparatory to Year 12. Sacré Cœur is a non-selective school and we welcome applications from families of all religious faiths. Our dedication to building confident students with a commitment to academic endeavour and social justice stems from our Sacred Heart tradition, and foundress of the RSCJ, St. Madeleine Sophie Barat.

We are privileged to belong to an international Sacred Heart family of over 150 schools across 41 countries. Our extended international family helps to grow our sense of community as we learn together through diverse opportunities, and engage in programs that support social justice initiatives locally and across the globe.

A Sacré Cœur education offers a transformative experience and is linked to a nurturing, supportive community in which Christian values are authentically embedded, lived and shared by all in the School. The experience is inclusive of all dimensions of a whole person – the spiritual, academic, social-emotional, physical, psychological, aesthetic, and ethical.

We give expression to our commitment and excellence in the spirit of Cor Unum through living out our five Sacred Heart Goals, which are:

1. *A personal and active faith in God* → **IDENTITY** → “Find Your Hope”
2. *A deep respect for intellectual values* → **LEARNING** → “Educate Your Mind”
3. *A social awareness that impels to action* → **SERVICE** → “Give Your Heart”
4. *The building of community as a Christian value* → **BELONGING** → “Create Your Connection”
5. *Personal growth in an atmosphere of wise freedom* → **DISCERNMENT** → “Fulfil Your Purpose”

Our graduating students move forward, connected to, identifying with, and belonging to something infinitely bigger than themselves. Sacré Cœur students and alumnae have, and will continue to have, a discernible impact on our world. They seek to be people of integrity and positive influence.

1. Purpose

This Policy ensures that Sacré Cœur meets the **Education Services for Overseas (ESOS) Act** and the **National Code** requirements and confirm that prospective international students' academic and English language proficiency is sufficient to enable them to enter the academic programs offered at Sacré Cœur.

2. Scope

This policy applies to the enrolment of International Students at Sacré Cœur.

3. Assessing English Language

Sacré Cœur will assess the language proficiency of all students who do not speak English as their first language. To undertake this assessment, Sacré Cœur will use AEAS (or equivalent), student academic reports and interviews to determine whether a prospective International Student meets Sacré Cœur's minimum level of English proficiency required for their chosen course.

Where an English proficiency test has been undertaken, enrolment can only be processed after the results of this test have been provided to Sacré Cœur.

Sacré Cœur's minimum requirements for International Students who do not have English as their first language are as follows:

Year Levels	AEAS Minimum Score Achievement
Years 4 - 6	46+
Years 7 - 9	71+
Years 10 - 12	80+

International Students may be required to complete an ELICOS course for the number of weeks necessary to reach the required level for entry at Sacré Cœur. These students will need to be re-tested for English language proficiency at a date appropriate to their commencement date at Sacré Cœur. If the student has not met the minimum standard to be accepted at Sacré Cœur, the School may cancel their enrolment. Sacré Cœur may contact the English Language School prior to a student's entry to ensure a smooth transition to Sacré Cœur and ensure that their wellbeing is well looked after.

Sacré Cœur preferred ELICOS provider is:

Avalon College (can offer boarding)

480 Avalon Road LARA VIC 3212

Phone (+61 3) 5282 4733

Email: admin@avaloncollege.vic.edu.au

Requests to use an alternative ELICOS provider must be approved by Sacré Cœur prior to enrolment. The ELICOS provider will invoice parents/caregivers directly for this course.

4. Assessing Academic Qualifications

A student's academic qualifications are assessed against the requirements of the relevant year level of the Australian curriculum that the student is requesting to enter. The Victorian Curriculum F-10 achievements standards are relevant for students in Prep to Year 10 and for students in Years 11 to 12, the relevant accredited senior secondary qualifications of VCE.

Entry requirements:

- Joigny Students P-6: Evidence of application to school work and age appropriate achievement in literacy and numeracy of the curriculum within the *Working Towards Band* or above.
- Senior School Students 7 – 12: a "C" grade (60%) or better for the majority of core subjects.

Sacré Cœur may assess the educational qualifications of prospective International Students by requesting:

- Educational certificates
- School reports from a student's home country
- ELICOS reports

5. English Language Proficiency Assessment

On application at Sacré Cœur, parents/caregivers are requested to provide details of a student's English language competence. The requirement for an English proficiency test is based on the following:

- Student has undertaken all instruction in student's first language – English proficiency testing requirement
- Student has undertaken bilingual instruction (student's first language and English) – English proficiency testing requirement
- Student has undertaken less than 3 years of full English instruction – English proficiency testing requirement

- Student has undertaken full English instruction for 3 years or more – no English proficiency testing requirement

The **Admissions and Community Manager** in consultation with the **International Student Manager** (or delegate) will consider the student interview, English proficiency testing and any other evidence provided to determine whether a student's English proficiency meets Sacré Cœur's requirements.

For students with a history of 3 years or more English instruction, this assessment will include the provision of evidence to substantiate an appropriate level of English proficiency to enable the waiving of the requirements for an English language assessment.

6. Academic Qualification Assessment

Supporting evidence provided to verify the academic qualifications of a prospective student are assessed by the **Admissions and Community Manager** in conjunction with the relevant **Director of Learning and Teaching** (or delegate) and **International Student Manager** (or delegate).

7. Review of Policy

This policy will be reviewed for effectiveness:

- As part of Sacré Cœur's policy review schedule;
- As required, with changes to current legislation, research, policy and best practice;
- Following issues raised through the **International Students – Grievance and Appeals Policy** or the **Complaints Policy (or Grievances Policy)**; and
- Upon receipt of staff and parent/caregiver feedback.