

UNSW Global Pty Limited		Course Credit	
UNSW Foundation Studies	<input checked="" type="checkbox"/> Internal	<input checked="" type="checkbox"/> External	
Responsible Officer	Assistant Principal		
Contact Officer	David West		
Authorisation	Principal Foundation Studies		
Effective Date	November 2011		
Modifications	November 2011		
Superseded Documents	FS-012-POL Version 1.1		
Review Date	November 2012		
Policy ID	FS-012-POL		

1. Preamble

1.1 Purpose

This policy is in place to ensure all students are aware of the fact; due to the preparatory nature of all UNSW Foundation Studies programs, course credit is NOT offered. This policy satisfies the requirements of Standard 12 of the National Code 2007.

1.2 Background

This policy satisfies the requirements of Standard 12 of the National Code 2007.

1.3 Principles

A university undergraduate course relies on fundamental academic skills including English language skills. As an enabling program for further undergraduate studies, UNSW Foundation Studies does NOT offer course credit in recognition of the fact that a recent measure of skills is necessary to determine the readiness of a student for undergraduate studies.

2. Scope

This policy applies to all students in UNSW Foundation Studies programs including Australian citizens and permanent residents of Australia. The policy also applies to all staff involved in the promotion, recruitment, admission, academic delivery, management or administration of overseas students on student visas.

3. Definitions

UNSW Foundation Studies is an education group of UNSW Global Pty Limited, a not-for-profit provider of education, training and consulting services and a wholly owned enterprise of the University of New South Wales, (UNSW) CRICOS Provider No 00098G.

Semester – all UNSW Foundation Studies courses are one or two semesters in duration.

Stream – the UNSW Foundation Studies program offers several streams of study ranging from Commerce and Arts, to Design and Science. A student will select a particular stream of study based on their ability, interest and appropriateness for the desired undergraduate program.

4. Policy Statement

Granting of Course Credit for UNSW Foundation Studies Courses and Programs

Due to the preparatory nature of UNSW Foundation Studies programs, exemptions are NOT given and a repeating student will repeat all subjects for one or both semesters for a stream of study. This policy position guarantees compliance on standard 12 of the National Code (if a provider does not grant course credit, Standard 12 does not apply) http://www.aei.gov.au/AEI/ESOS/NationalCodeExplanatoryGuide/PartD/Standard_12.htm.

5. Legal and Policy Framework

This policy complies with the following legislative framework governing the delivery of education to overseas students studying in Australia on a student visa:

- Education Services for Overseas Students (ESOS) Act 2000
<http://www.comlaw.gov.au/comlaw/management.nsf/lookupindexpagesbyid/IP200401844?OpenDocument>
- National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007 (The National Code 2007)
<http://www.aei.gov.au/regulatory-information/Education-Services-for-Overseas-Students-ESOS-Legislative-Framework/National-Code/Pages/default.aspx>

6. Implementation

6.1 Responsibilities

UNSW Foundation Studies must comply with the ESOS Act and its regulations. Each staff member involved in the promotion, recruitment, admission, delivery, management or administration of overseas students on student visas is responsible for the implementation of this policy.

6.2 Staff Roles

UNSW Foundation Studies Staff and representatives involved in assessing student applications and advising students on course credit must adhere to the rules on course credit as outlined in this policy.

6.3 Student Roles

UNSW Foundation Studies students are expected to comply with this policy as outlined above.

7. Review

The Assistant Principal will review this policy annually, or in case of legislative changes governing the delivery of education services to overseas students on a student visa.

8. Attached Documentation

NA

9. Related Policies and Procedures

FS-008-POL: UNSW Foundation Studies Complaints and Appeals Policy