Seventh-day Adventist Schools (Greater Sydney) Ltd
Information on Course Progress and Attendance Requirements

Introduction

Students coming to Australia for the purpose of education are granted entry on a student visa. One of the conditions of this type of visa is that the student shows satisfactory course progress. Progress is evident in the student's results in assessment tasks and submitted class work. An additional condition of this type of visa is to maintain a satisfactory attendance record.

Course Progress

What is unsatisfactory progress?

Unsatisfactory progress in a subject is when a student achieves below his or her ability in that subject. The College defines unsatisfactory progress as not working with diligence and sustained effort.

What happens when a student has unsatisfactory progress?

Eventually a student with unsatisfactory progress will be reported for breaking one of the conditions of their student visa. This means that they will no longer be able to study in Australia.

What will the College do?

Initially it is the College's responsibility to:

- meet with the student to discuss the problem and devise a plan to rectify the problem.
- provide extra assistance in that subject.
- warn the student, guardian and parents of the risk in writing.

If the problem persists:

- warn the student of the College's intention to report the student giving the student the opportunity to appeal
- process appeal
- if the appeal unsuccessful report the student.

Does the student have the right to appeal?

The student has the right to appeal at any stage of the process including the right to appeal to an independent body as per the complaints and appeals guidelines

Attendance

How is attendance calculated?

All full-day and half-day absences are used in the calculation of the attendance rate. All absences excused or unexcused including absences for sickness are included.

What is unsatisfactory attendance?

A student's attendance is considered unsatisfactory when it falls below 80% attendance.

What happens when a student has unsatisfactory attendance?

Eventually a student with unsatisfactory attendance will be reported for breaking one of the conditions of their student visa. This means that they will no longer be able to study in Australia.

Is it possible to have consideration for absences due to circumstances outside the student's control?

Indicate in the appeal application the circumstances for which consideration is desired and this will be considered by the college.

What will the College do?

Initially the College will:

- warn the student, guardian and parents of the risk of unsatisfactory attendance in writing.
- meet with the student to discuss the problem and devise a plan to rectify the problem.

If the problem persists:

- warn the student of the College's intention to report the student giving the student the opportunity to appeal
- process appeal
- if the appeal is unsuccessful report the student.

Does the student have the right to appeal?

The student has the right to appeal at any stage of the process including the right to appeal to an independent body as per the complaints and appeals guidelines