INTERNATIONAL STUDENT HANDBOOK
Information for Prospective Parents

Welcome from the Headmaster

Wesley College enjoys a reputation of providing a supportive and stimulating environment for international students. We believe that school life is enriched through having both Australian and international students on campus. The experience of sharing and developing life skills with students and families from further afield fosters qualities of tolerance, interdependence and an understanding of the needs of others. Friendships formed at Wesley are often friendships that last for life.

I would like to take this opportunity to thank you for your enquiry and I look forward to welcoming you into the Wesley College community.

David Gee
Headmaster

Studying and Living in Perth

Located on the Swan River, the City of Perth has a population of approximately two million and enjoys a Mediterranean climate, with warm summers, mild winters and a wonderful outdoor lifestyle. The area also offers a safe, clean environment and an exciting multi-cultural and cosmopolitan atmosphere.

A thriving business community and a global provider of minerals, energy and food, Western Australia is located in a similar time zone to much of Asia. As Perth is one of the closest Australian cities to major Asian population centres, it is a convenient and ideal study destination for international students. Perth offers an excellent quality of life in terms of personal safety, health, continuing education, transport and the environment. For further information see www.abs.gov.au or www.livingin-australia.com/living-in-perth.

Wesley College is located in South Perth, just a short walk from the beautiful Swan River foreshore, a multi-use outdoor park area featuring running and bicycle paths, as well as ample green space for myriad recreational and leisure activities. The Wesley College campus features a variety of historical buildings, as well as newer facilities added throughout the school’s 90-year history. The Wesley College Chapel is a landmark, recognised by its unusual octagonal shape and its soaring central spire. The College’s elevated location offers stunning views of the Swan River from several of the school’s main buildings.

Summary of Entry Procedures (more information on each of these points is found at the end of this list)

1. Complete an application to enrol your son at Wesley College
2. Attend an interview with a representative of the College
3. Complete an English competency test (only required for students for whom English is not their primary language)
4. Level of Entry
5. Upon successful completion of the above items, you will receive a ‘Memorandum of Offer’, conditional upon the demonstration of the required level of English
6. Receive a ‘Confirmation of Enrolment’ certificate and a (CAAW) ‘Student Welfare Letter’ from Wesley College
7. Obtain a Student Visa from the Australian Embassy or High Commission using the electronic Confirmation of Enrolment certificate (eCoE) and the (CAAW) Student Welfare Letter as proof of placement at Wesley College
8. Health Insurance, as arranged by Wesley College
9. Choose a Local Carer/Guardian for the duration of your son’s studies
10. Determine student’s level of entry and course of study
11. Obtain College uniform from Uniform Shop
12. Attend an orientation session with your son and Local Carer/Guardian

1. Application for Enrolment
Make an application to enrol your son by completing and returning to the College:
• An Application Form and application fee
• A copy of your son’s birth certificate
• A copy of the photo page from his passport
• Provide copies of your son’s two most recent school reports
• As directed by the Enrolments Manager, submit evidence of English proficiency by submitting a copy of recent English Competency Test results. Further details are provided below.

Status as a Boarding Student
To facilitate a successful transition and ongoing integration into Wesley College student life, the College requires its international students to enrol as resident boarders and live in the Boarding House at Wesley. International students are not permitted to be day students unless a parent or person who has legal custody comes to Australia and lives in Perth with the student. In this instance, the parent’s Student Guardian visa must be provided to the College.

2. Attend an Interview
An interview with the Enrolments Manager and/or the Academic Dean of the relevant sub-school must be arranged at the earliest practical opportunity and the student and his parents or guardian must attend. Please advise Enrolments staff if a translator is required.

3. Level of Entry
The student’s level of entry will be determined by the College prior to the issue of an offer. This will be determined by the student’s age and academic reports and arrived at as a result of close consultation between the Headmaster and the Academic Dean of the relevant sub-school (Middle or Senior School).

4. English Competency
Wesley College does not offer English as a Second Language (ESL) classes and all instruction is in English, so a prospective student must have competence in the English language in order to succeed in achieving his educational objectives. Therefore, all College students must demonstrate a satisfactory level of competency in English.
English competency results from a reputable English testing service will be accepted – Australian Education Assessment Services (AEAS is preferred). To find out further details about AEAS testing, visit the website at [http://www.aeas.com.au/](http://www.aeas.com.au/). The website provides information about the test, offers practice exams and outlines the testing centres available in Australia and other countries.

The AEAS guidelines for English proficiency are:

<table>
<thead>
<tr>
<th>AEAS English Score</th>
<th>Level</th>
<th>ELICOS Recommendation</th>
<th>ELICOS Recommendation</th>
<th>ELICOS Recommendation</th>
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<tbody>
<tr>
<td></td>
<td>Upper Secondary</td>
<td>Years 10-12</td>
<td>Lower Secondary</td>
<td>Primary School entry</td>
</tr>
<tr>
<td>0-25</td>
<td>Beginners</td>
<td>40-48 weeks</td>
<td>30-40 weeks</td>
<td>12-20 weeks</td>
</tr>
<tr>
<td>26-35</td>
<td>Elementary</td>
<td>30-40 weeks</td>
<td>20-30 weeks</td>
<td>6-12 weeks</td>
</tr>
<tr>
<td>36-45</td>
<td>Pre-intermediate</td>
<td>20-30 weeks</td>
<td>12-20 weeks</td>
<td>4-6 weeks</td>
</tr>
<tr>
<td>46-60</td>
<td>Intermediate</td>
<td>12-20 weeks</td>
<td>8-12 weeks</td>
<td>0 weeks</td>
</tr>
<tr>
<td>61-70</td>
<td>Upper Intermediate</td>
<td>8-12 weeks</td>
<td>4-8 weeks</td>
<td>0 weeks</td>
</tr>
<tr>
<td>71-80</td>
<td>Pre-advanced</td>
<td>4-8 weeks</td>
<td>0 weeks</td>
<td>0 weeks</td>
</tr>
<tr>
<td>Above 80</td>
<td>Advanced</td>
<td>0 weeks</td>
<td>0 weeks</td>
<td>0 weeks</td>
</tr>
</tbody>
</table>

Students commencing in Senior School should have reached an Upper Intermediate ESL level. Students commencing in Middle School should have reached a High Intermediate level.

**What happens if the Student Needs More English?**

Students who have not yet reached the minimum English level will be required to take additional ELICOS (English Language Intensive Course for Overseas Students) at a specialist English Language School prior to commencing at Wesley College. Wesley College refers students to Phoenix English Language Academy. Students requiring ELICOS courses should contact Phoenix Academy directly at info@phoenixacademy.com.au or visit their website at [http://www.phoenixacademy.com.au/](http://www.phoenixacademy.com.au/).

If a student’s English level has not improved to the required level after studying the ELICOS program, the student will need to extend his ELICOS training until he has attained a satisfactory proficiency level in English.

If, after commencing at Wesley College, it is determined that the student still requires additional ESL (English as a Second Language) to support his learning, the student’s parent/guardian will be required to arrange and pay for ESL support for their son. Wesley College will assist with this process.

5. Memorandum of Offer for Enrolment

Once the College is satisfied with the submitted documentation and test results, a Memorandum of Offer will be issued, conditional upon the student reaching the required proficiency level in English (as previously detailed).

6. Confirmation of Enrolment (eCoE) & Student Welfare Letter (CAAW)

An electronic Confirmation of Enrolment (eCoE) and Student Welfare Letter (CAAW) will be issued by Wesley College upon receipt of the following:

- signed Memorandum of Offer (original)
- Endowment Fee*
7. Student Visa
The Confirmation of Enrolment (eCoE) and the Student Welfare Letter (CAAW) are required to make the student visa application. Families are required to then submit a student visa application to the Australian Department of Immigration. Details of the student visa application process are available at your nearest Australian Embassy or High Commission, and are also available on the immigration website at www.immi.gov.au/students.

8. Health Insurance
All international students studying on student visas must have Overseas Health Cover (OSHC). OSHC is an insurance that provides cover for the costs of medical and hospital care which international students may need whilst studying in Australia.

To secure this insurance, a fee is paid to the school in advance of entry and a Health Card is provided to the student and held by the Head of Boarding for safekeeping. Wesley College will arrange OSHC cover through Medibank Private for the full period of the student visa.

9. Local Carer/Guardian
Parents of international students must nominate a local carer to ensure the College has access to a Perth-based adult contact person at all times. Families nominate a local carer for the duration of the boy’s studies at Wesley.

A local carer is an important contact person in liaising with the family and Wesley College, and serves as a vital link in ensuring each boy has a positive boarding experience. A local carer should be readily available as a contact for general, day-to-day issues, and for your son to stay with from time to time, including boarders’ long weekends and school holidays. A local carer must be a mature adult, ideally over 25 years of age, and must provide a copy of a current Police Clearance or Working with Children Check.

The responsibilities of a local carer include assisting with student arrival and departures at the beginning and end of each term and holiday breaks, helping the student settle in at Wesley, assisting and providing care during illness, and helping support the student as needs arise.

The Wesley College Enrolments Office is available to discuss carer arrangements, should you need assistance in identifying a local carer.

10. Course of Study
The program of study for a student is designed in close consultation with the Headmaster and the Academic Dean of the relevant sub-school (Middle or Senior School). Students enrolled at Wesley will follow a course of study determined by their age, their interests and their academic ability.

Full details of each academic course are available from the Enrolments Office, and booklists are available at the beginning of the calendar year. It is important to note that course programs for the Senior School are finalised each September, and the timetable constructed for these courses will determine course availability to students finalising arrangements after this date.
All courses are fully accredited by the Curriculum Council of Western Australia and, on satisfactory completion of Year 12, a Western Australian Certificate of Education will be granted. The usual duration of secondary school education at Wesley is six years, from Year 7 to Year 12. Although it is unlikely, in some instances students occasionally need to repeat a year.

Assessment methods include internal examinations, assignments and tests at all levels. External examinations are held at the end of the year for Year 12 students who intend to apply for University entry. University entry scores achieved at Wesley College are fully transferrable to all Australian universities and to many accredited educational institutions in the United Kingdom, USA and Canada.

11. Wesley College School Uniform
The Wesley Uniform Shop is located on campus near the sports ovals, and offers a full range of summer, winter and sport uniforms. Although footwear is not available at the shop, Uniform Shop personnel will recommend local retailers where school-approved footwear may be purchased. The Enrolments Office will organise an appointment for a full fitting at the time of orientation.

12. Orientation
To ensure students and their families are familiar with the campus and its programs, an orientation day is held for new students entering the College. This provides new students with a chance to meet their peers in a fun, relaxed setting. For boarding students, Orientation Day includes a boarding house orientation run by the Head of Boarding. This provides an opportunity for parents and the international students’ local carers to meet boarding house staff and to become familiar with the policies and routines of the boarding house.

If a student starts mid-year, the Enrolments Office will facilitate a less formal orientation whilst ensuring the parents, the local carer and the student meet all key personnel responsible for the student and his wellbeing.

Support for International Students
Wesley College offers many levels of support for its international students, who receive help and assistance from College staff in a caring and welcoming environment. A brief outline of the support framework for our students follows:

Head of Boarding
The Head of Boarding is responsible for the academic and pastoral welfare of the boys living in the boarding house, and is supported by Year Group Coordinators and Day Mentors. The Head of Boarding monitors the school reports for each boarding student, with particular attention to effort and attitude toward studies.

Year Coordinator - Boarding
Each year group in the boarding house has a specific Year Group Coordinator. This person is the main contact point for the student, and also liaises with parents and the boarders’ local carers. The Year Group Coordinator assists the boys in settling into their new environment, is available to answer questions, and provides support in all aspects of the boy's life in the boarding house.

Mentor
Each student attends a regular Mentor Group during school hours. Mentors are responsible for overseeing the pastoral and academic aspects of each student, and are in regular contact with the Boarding Year Coordinator.

**School Psychologist**
The Psychology Services team at Wesley College aims to help students flourish academically, socially, behaviourally and emotionally. Members of the team collaborate with Mentors, Teachers, Parents/Guardians and other professionals to create a safe, healthy and supportive learning environment that strengthens the students’ connections between home, school and the community.

Wesley College Psychologists provide a variety of services for the College community, including individual counselling for students, direct psycho-educational assessment and indirect support for students by consulting with Teachers and Parents, as well as advice about prevention and intervention practices to support the whole-school population. The psychologists also collaborate with other agencies to support students in times of crisis, and facilitate referrals to external health professionals to address the psychological, social and emotional needs of individual students.

**School Chaplain and the Uniting Church**
The College has a full-time Chaplain who lives on campus, serving as a steady source of support and guidance for students. Wesley College is affiliated with the Uniting Church and it is compulsory for all boys to attend Chapel service once a week. This regular contact with the Chaplain ensures that the boys come to know the Chaplain and feel comfortable seeking support when needed.

The Uniting Church is founded on Christian values, however, we welcome students from all religions. The College has students from a variety of faith backgrounds, including Hindu, Muslim, Jewish and Roman Catholic.

**Health Centre**
The Health Centre is staffed by experienced Registered Nurses who offer emergency care to all Wesley students and comprehensive holistic nursing care to our boarding students. The Health Centre is staffed during school hours and a Registered Nurse is available on-call for boarding students for after-hours emergencies.

**School Involvement**
Students at Wesley, whether boarders or day boys, are expected to participate in co-curricular sporting activities. From Year 7 to Year 12, boys attend sports training two days a week, either before or after school. During Years 7, 8 and 9, boys compete in sporting competition on Friday afternoons, with Years 10, 11 and 12 boys competing on Saturday mornings. This compulsory aspect of Wesley College student life creates an atmosphere of teamwork, healthy competition, camaraderie and community spirit.

Wesley College fields teams in a variety of sports, including basketball, tennis, volleyball, Australian Rules football, hockey, water polo, soccer, athletics, rowing, softball, cricket, swimming, cross country, rugby and badminton.

Students can also participate in other co-curricular activities such as drama, debating, community service, future problem solving, weights and fitness, computing, photography, orchestras, bands, ensembles and choirs.
Refund Policy

The aim of this policy is to ensure that parents are aware of fees and charges payable in the event their child is unable to commence at the College, or withdraws from the College; and to provide information to parents that enables them to make informed decisions about their son’s education.

Unless notice of withdrawal is provided in writing to the Headmaster, no later than Week 1 of the preceding term, withdrawal charges may apply in accordance with Wesley College’s Refund Policy.

<table>
<thead>
<tr>
<th>REASON FOR REFUND</th>
<th>NOTIFICATION PERIOD</th>
<th>REFUND</th>
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<tbody>
<tr>
<td>Student’s application for a visa is unsuccessful</td>
<td>As soon as practical</td>
<td>All pre-paid fees paid, less the lesser of: A. 5% of the total amount of pre-paid fees; or B. The sum of $500.00</td>
</tr>
<tr>
<td>Student issued with a student visa withdraws</td>
<td>Between acceptance of Offer and 10 weeks or more prior to agreed starting date</td>
<td>All pre-paid fees paid, less the lesser of: A. 5% of the total amount of pre-paid fees; or B. The sum of $500.00</td>
</tr>
<tr>
<td></td>
<td>Between acceptance of Offer and less than 10 weeks prior to agreed starting date</td>
<td>Refund of pre-paid fees, less 25% of the current annual FFPOS Tuition Fees</td>
</tr>
<tr>
<td></td>
<td>After course commences with appropriate period of notice (1 school term or the equivalent of 10 weeks)</td>
<td>Refund of unexpended tuition and boarding fees, calculated on a pro rata basis, proportional to the amount of time the student is at Wesley College</td>
</tr>
<tr>
<td></td>
<td>After course commences without appropriate period of notice (1 school term or the equivalent of 10 weeks)</td>
<td>Refund of tuition and boarding fees, less 25% of the current annual Tuition Fee for FFPOS</td>
</tr>
<tr>
<td>Wesley College withdraws the offer or fails to provide the course offered</td>
<td>Prior to agreed starting date or after commencement</td>
<td>Full Refund, or refund of unexpended tuition and boarding fees, calculated on a pro rata basis, proportional to the amount of time the student is at Wesley College</td>
</tr>
<tr>
<td>Student withdrawn due to a serious breach of the international student visa conditions. Failure to maintain: Satisfactory course progress Satisfactory attendance Approved welfare accommodation arrangements (visa conditions 8202 and 8532)</td>
<td>After course commences</td>
<td>No Refund</td>
</tr>
<tr>
<td>Failure to pay course fees</td>
<td>After course commences</td>
<td>No Refund</td>
</tr>
<tr>
<td>Any behaviour resulting in enrolment cancellation at Wesley College as per the College ‘Code of Expectations &amp; Behaviour for Students’</td>
<td>After course commences</td>
<td>No Refund</td>
</tr>
</tbody>
</table>

The Endowment Fee will be refunded in full if the enrolment ceases prior to, or during, the first semester of enrolment. After that time the Endowment Fee is non-refundable.

Exceptions to the Refund Policy may be made when the reason for student withdrawal is of a compassionate nature:
• Death or serious illness of a family member
• Serious illness or disability of the student
• Political or civil event that prevents continuation of studies
• Natural disaster in home country preventing continuation of studies

Terms of Refund
• Fees are as per the Wesley College Fee Schedule and Business Arrangements for Full Fee Paying Overseas Students and all refunds will be made to the payee in Australian Dollars by electronic transfer within two weeks of confirmation of the reason for withdrawal
• Any refund of tuition fees in the event of visa refusal or school default is prescribed by Sections 47D (4) and 46D of the ESOS Act

This agreement, and the availability of the complaints and appeals process, does not remove the right of the student to take action under Australia’s Consumer Protection Laws.

Student Visa Requirements
Wesley College must be informed immediately of any change of living circumstances, including change of accommodation details and local carer and/or guardian details. The College is legally required to inform DIAC (Department of Immigration and Citizenship) of poor attendance, suspension or deferment, all of which have implications for the ongoing viability of the student’s visa.

Course Credit Policy
Prior to entry at Wesley College, an assessment of a student’s current academic and English levels will be made. Wesley College does not accept subject or course credits from other education providers, but every effort will be made to place a student into the most appropriate year group.

Deferral or Cessation of Studies
Student visa conditions specify that international students must remain enrolled in and attend a full time course of study. Wesley College is required to advise DIAC when a student fails to commence a course or withdraws before the course ends. Deferral or cessation of studies for a period of time may result in the student visa being cancelled by DIAC if a student is not attending a full time course of study.

Wesley College will advise a student in writing of its intention to notify the Department of Education via PRISMS of its intention to report a student’s deferral or cessation of studies. A student will be allowed 20 working days to access the College’s internal complaints and appeals process, unless extenuating circumstances relating to the welfare of the student apply.

If a student wishes to defer or cease his studies with Wesley College, the request should be made in writing by the student’s parents or legal guardian(s) to the Headmaster. The Headmaster will consider the request for deferment of the commencement of study or suspension of study within 10 working days. A written response will be sent to the family, and documentary evidence of the assessment of the application will be placed in the student’s file.

Cancellation or Suspension of Enrolment
In the unlikely event that a student’s enrolment is cancelled or suspended, the student will be unable to attend classes for the period of the suspension or the appeals process.
Under these circumstances, it is preferable for the student to leave the Wesley College campus. The College has an expectation that parents would fly to Perth as soon as possible in order to discuss and/or resolve the situation. If this isn't possible, arrangements can be made for the student to stay with his local carer/guardian, or to remain in the boarding house under supervision.

The student’s place at Wesley College will be held until the final decision about cancellation or result of any appeal process is known.

Transfer Policy
The National Code 2007 restricts students from being able to transfer to other providers prior to completing six months of their principal course (the student’s main course of study). If a student wishes to transfer to another provider the request should be made in writing by the student’s parents and/or legal guardian to the Headmaster, clearly outlining reasons for the transfer. A release letter will only be provided if the Headmaster gives permission for the release letter to be issued, and the student has a valid enrolment offer from a new provider. The new provider is also required to indicate their willingness to accept welfare responsibility for the student if he is under 18 years of age.

Wesley College will always endeavour to consider the best interests and wellbeing of the students when considering a transfer request to a new provider.

A transfer to another provider is usually approved if:
- The student’s enrolment has been suspended or cancelled
- Wesley College judges that it is in the best interests of the student
- The student demonstrates that the new course more appropriately meets the capabilities and/or long term goals of the student
- The student wishes to gain access to greater support (including academic, cultural and personal) with a new provider

A transfer to another provider may not be approved if:
- The student is unable to provide a release letter and welfare arrangements for the new provider
- The student does not have permission from his parents or legal guardians
- The student is trying to avoid being reported to DIAC for failing to meet attendance and progress requirements

If a release letter is not provided, Wesley College will confirm this in writing and outline the reasons for this decision. The student and his family may appeal this decision via the College’s Complaints and Appeals process for international students.

Students who wish to transfer from another registered provider to Wesley College should provide a copy of the release letter showing that the previous provider will release them to study at Wesley College. Wesley College may be unable to enrol a student if the previous provider will not provide a release letter and/or a change of provider is not approved by the Department of Immigration.

Satisfactory Attendance and Progress
International students must make satisfactory attendance and academic progress in order to maintain a student visa. Satisfactory attendance is defined as attending a minimum of 80% of classes. Satisfactory progress is defined as being competent in 50 per cent or more of subjects attempted in a semester.
Where Wesley College assesses the student as not achieving satisfactory course attendance and/or progress, the student and his parents will be notified of the College’s intention to report the student for not achieving satisfactory course attendance and/or progress. The written notice will inform the student that he is able to access Wesley College’s Complaints and Appeals process and that he has 20 working days in which to do so.

If a student chooses not to access the Complaints and Appeals processes within the required timeframe, withdraws from the process, or the process is completed and results in a decision supporting Wesley College, the School must contact the Department of Education through PRISMS as soon as practicable, notifying them that the student has not achieved satisfactory attendance or progress (as applicable).

Complaints and Appeals Procedure
It is the intention of Wesley College to work constructively and cooperatively with students, parents and legal guardians. We expect that regular communication through the College's established pastoral and academic care systems will allow issues to be resolved. Details of communication lines and processes for Middle School, Senior School and Boarding are available in the Wesley College Community Handbook, and may also be found on the Wesley College portal.

In the unlikely event that an issue is unable to be resolved through the normal course of communication, international students and their parents/legal guardians are able to access the Complaints and Appeals process. During the course of the complaint or appeal, the Headmaster will decide whether the student is allowed to attend classes and/or remain in the boarding house.

Requirements to file a Complaint and/or Appeal

1. Formal written complaint submitted to the Headmaster.
2. A meeting will be arranged within 10 working days.
3. The Headmaster may ask other staff to attend the meeting (such as Head of School, Head of Boarding, Boarding Year Coordinator, Mentor, College Psychologist).
4. The student may be accompanied by a support person, who may also assist the student and/or his parents during the meeting.
5. Following the meeting, a written statement will be provided outlining the outcome of the meeting and any decisions made, along with the reasons for the decision(s).

If the complaint relates to the Headmaster, the student and his family may send a written complaint to the Director of Finance. If, following the complaints process, the student and his family are not happy with the outcome of the mediation or recommendations made, they may appeal the decision.

Independent International Student Conciliator
The independent International Student Conciliator located at the Department of Education Services is available to assist parties in resolving disputes themselves through mediation and conciliation, complementary to the College’s internal Complaints and Appeals process.

The International Conciliator can be contacted:

International Independent Conciliator
Department of Education Services
22 Hasler Road
Osborne Park WA 6017
Student Enrolment during the Complaints and Appeals Process
Wesley College will uphold Part D, Standard 8 of the National Code 2007 during the Complaints and Appeals process.

- Until the Complaints and Appeals process is complete, Wesley College will maintain the enrolment of the student (Wesley College will not notify the Department of Education of any change to the student’s enrolment status through the PRISMS system).
- Regardless of the type of complaint or appeal, Wesley College will maintain the student’s enrolment throughout the internal appeals process. Whether Wesley College maintains a student’s enrolment throughout an external appeals process depends on the type of appeal.
- If the appeal is against Wesley College’s decision to report the student for attendance or progress, Wesley College will maintain the student’s enrolment until the external complaints process is complete and has supported the provider’s decision to report.
- If the appeal is against the provider’s decision to defer or suspend a student’s enrolment due to misbehaviour or to cancel the student’s enrolment, Wesley College will await the outcome of the internal appeals process before notifying the Department of Education through PRISMS of the change to the student’s enrolment.

Once the Department of Education has been notified of a deferment, suspension or cancellation of a student’s enrolment, the student has 28 days in which to:

- Leave Australia
- Provide the Department of Immigration and Citizenship (DIAC) with a new Confirmation of Enrolment (eCOE), or
- Provide DIAC with evidence that he has accessed an external appeals process

If the internal or external complaint handling or appeal process results in a decision that supports the student, Wesley College will advise the student and implement any decision and/or corrective and preventative action required and advise the student of the outcome. The student’s Wesley College file will also be updated to record the outcome and any subsequent actions.

Personal Information
In some instances, personal information may need to be shared between Wesley College and the Australian Government and designated authorities and, if relevant, the Tuition Protection Service. This information includes personal and contact details, course enrolment details and changes, and the circumstance of any suspected breach by the student of a student visa condition.

ESOS Framework
If you would like to access further information about the ESOS framework follow this link: https://aei.gov.au/Regulatory-Information/Pages/Regulatoryinformation.aspx
Other Important Information
To ensure your child's transition to Wesley College student life is as smooth as possible, it is important that we receive as much relevant information as possible.

- You will need to finalise your son’s travel arrangements. If he returns to his home country during holiday and school term breaks, you will need to make bookings well in advance. To meet your son’s student visa requirements, it is important that he leaves school after the end of term and returns before the new term begins. Permission for students to arrive after the term starts or leave before the term ends will only be given by the Headmaster in exceptional circumstances, and written notification must be received at least three weeks in advance. The Headmaster's decision in such circumstances is final.
- Overseas students may not drive whilst a student at Wesley College.
- The possession, distribution or use of any form of illegal substance under Australian law or any type of offensive weapon or behaviour illegal under Australian law will lead to the immediate dismissal of the student from Wesley College.
- Overseas students are expected to participate fully in the academic, sporting and social life of Wesley College. Our international students are expected to speak English whenever possible and to observe Australian customs of social courtesy and behaviour. In return, Australian students are expected to respect the different cultural backgrounds and experiences of their overseas colleagues. An unwillingness to be an active and committed member of the Wesley community will lead to a review of the student’s enrolment by the Headmaster.

It is this collective and collaborative spirit which makes Wesley College the special place that it is today. Good schools and learning communities are formed on the basis of these positive and constructive relationships – where the expectations are high and learning is relevant, deep and real, and where structure and support facilitate progress for all Wesley College students. Wesley has a strong emphasis on striving for personal best and on the holistic development of the student. If you feel that Wesley College is the right place for the next step in your son’s educational journey, we look forward to speaking with you.

Further information on enrolling at Wesley College can be made by contacting:
Enrolments Office
Wesley College
40 Coode Street
SOUTH PERTH, WA, 6151

Telephone:    +61 8 9368 8032
Facsimile:    +61 8 9368 8127
Email:        enrol@wesley.wa.edu.au
Web:          www.wesley.wa.edu.au
Please see the following page for a list of terms and definitions which may be helpful as you prepare for and complete your son’s International Student Information packet.

GLOSSARY

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
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<tbody>
<tr>
<td>International Student</td>
<td>Person from overseas who satisfies conditions for a full fee overseas student as described in the ESPRA or the definition of an overseas student described in the ESOS.</td>
</tr>
<tr>
<td>CRICOS</td>
<td>Commonwealth Register of Institutions and Courses for Overseas Students.</td>
</tr>
<tr>
<td>DIAC</td>
<td>Department of Immigration and Citizenship.</td>
</tr>
<tr>
<td>ELICOS</td>
<td>English Language Intensive Courses for Overseas Students</td>
</tr>
<tr>
<td>ESOS</td>
<td>Education Services for Overseas Students Act 2000, including all amendments made through supplementary Acts. This is a Commonwealth Government Act.</td>
</tr>
<tr>
<td>ESPRA</td>
<td>Education Service Providers (Full Fee Overseas Students) Registration Act 1991. This is a Western Australian Government Act.</td>
</tr>
<tr>
<td>TPS</td>
<td>Tuition Protection Scheme pursuant to the ESOS.</td>
</tr>
<tr>
<td>eCoE</td>
<td>Electronic Confirmation of Enrolment Certificate.</td>
</tr>
<tr>
<td>CAAW</td>
<td>Confirmation of Appropriate Accommodation/Welfare Arrangements.</td>
</tr>
</tbody>
</table>