# Educational Resource: Information for prospective students

## FAQs

## *\*sourced from AEI National Code Implementation Guide*

**Q What information should a school give a prospective student about places of study?**

A Standard 2.1 requires schools to give the student information about the location, facilities, equipment, learning and library resources available to the student at each place where the student will be required to study in order to complete their course. For example, if some subjects require students to study at other campuses in order to complete their course (eg a separate place for English studies, or for LOTE), the school must provide information about the location and facilities at each of the other sites.

**Q Are schools obliged to inform prospective students if part of the course is offered by arrangement with another provider?**

A Yes, Standard 2.1 requires schools to give students current and accurate information about details of any arrangements with other providers, persons or business to provide the course or part of the course. Location of the third party is particularly important as this information may influence a student’s decision about where to study.

**Q What information should a school give students prior to enrolment about work-based training components of the course?**

A Standard 2.1 requires schools to give students details of any arrangements with another person or business to provide the course or part of the course. If a course includes work-based training (part of the course provided by another person or business), schools must make students aware of the details of this arrangement.

Details of arrangements for work-based training are not always available prior to enrolment. If offering work-based training, schools should make it clear to students that work placements are likely to be conducted off-campus (with another person or business) and must be undertaken in the same state as the course.

**Q When should schools inform a potential student about the circumstances for suspending or cancelling enrolment?**

A Students must be given straightforward information, written in simple English, about the grounds on which their enrolment may be deferred, suspended or cancelled before they are accepted into a course. In summary, a student may only defer or suspend their enrolment if compassionate or compelling circumstances apply. A student’s enrolment may be suspended or cancelled for non-payment of fees or misbehaviour. DET is obliged to report students who fail to meet the conditions of their student visa e.g. non-attendance or unsatisfactory course progress. This usually results in the student’s enrolment being cancelled and potentially the student’s visa being cancelled.