

## TRANSFER POLICY FOR FULL-FEE PAYING OVERSEAS STUDENTS

In the Schools sector, international students are restricted from transferring to another Provider until they have completed six calendar months of their first registered school sector course.

Wesley College will not consider or accept an application from an overseas student unless the transfer reason meets an exception under the National Code (Standard 7).

The releasing registered Provider, or the course in which the student is enrolled, has ceased to be registered.

The releasing registered Provider has had a sanction imposed on its registration by the ESOS agency that prevents the student from continuing his or her course at that registered Provider. A student release and transfer date for welfare arrangements has been agreed (with no gap) and the releasing registered Provider has recorded the date of effect and reason for release in PRISMS.

**Any government sponsor of the student considers the change to be in the student's best interests and has provided written support for the change.**

### STEPS TO REQUEST A TRANSFER:

If a student wishes to transfer from Wesley to another Provider during the first six months:

A transfer request must be made in writing to the Head of Wesley College, clearly outlining the reasons for the request. If under 18 years of age, **the request must be from the student's parents** If **over 18 years of age, Wesley College still requires a written communication from the student's parents**, indicating their support for the transfer.

The request will be responded to as soon as practicable, but certainly within 10 working days.

Wesley College will always consider the wellbeing of the student when considering a transfer request and uphold the requirements of the National Code (Standard 7).

### A TRANSFER MAY BE APPROVED IF:

Wesley College will grant a **transfer request because it is in the student's best interests, including but not limited to where** the Head of Wesley College has assessed that:

The student will be reported because they are unable to achieve satisfactory course progress at the level they are studying, even after engaging an intervention strategy to assist the student in

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.

There is evidence that the student was misled by Wesley and the course is therefore unsuitable to their needs and/or study objectives.

An appeal (internal or external) on another matter results in a decision or recommendation to release the student.

**The student's enrolment has been suspended or cancelled.**

If the student has a valid offer of enrolment from a new provider, and the Provider has indicated their willingness to accept welfare responsibility for the student if he is under 18 years of age.

... If a release is granted:

There will be no cost to the student.