

## Under 18-Year-Old Students Policy

### Purpose

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Greenwich College Pty Ltd has established this policy to formally allow the admission of students under 18 and outlines the criteria to allow enrolment in its CRICOS registered and its award and non-award-based courses.

### Scope

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This policy applies to all prospective students under the age of 18 who wish to enrol in any English or VET courses offered by our college.

### Policy

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#### Criteria for Admittance

To be admitted to a VET course as an under-18 student, the following criteria must be met:

- Age: The applicant must be at least 16 years old at the time of enrolment.
- Education: The applicant must have completed Year 10 of high school or equivalent qualification.
- Parental/guardian consent: The applicant must have written consent from their parent(s) or legal guardian(s) to study at the college.
- Interview: The applicant may be asked to participate in an interview with a college representative to assess their readiness and suitability for the course.

To be admitted to an English course as an under-18 student, the following criteria must be met:

1. Age: The applicant must be at least 16 years old at the time of enrolment.
2. Parental/guardian consent: The applicant must have written consent from their parent(s) or legal guardian(s) to study at the college.

#### Additional Support for Under 18 Students

Greenwich College recognizes that students under the age of 18 may require additional support to succeed in their studies. Therefore, the college will provide the following:

- Regular meetings with a designated support officer to monitor academic progress and address any concerns.
- Access to academic and career counselling services to help students make informed decisions about their studies and career goals.
- Regular communication with parent(s) or legal guardian(s) to keep them informed of their child's progress and any concerns.
- Ensure that all employees involved in teaching or providing support services to underage students have Working with Children Checks (WWCC)

By adhering to this policy, Greenwich College aims to ensure that all under-18 students are appropriately supported to succeed in their studies.

## References

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Related policies and regulations

The National Code 2018 – Standard 5

National ELICOS Standard P2

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v1.0	15 <sup>th</sup> November 2015	15 <sup>th</sup> November 2016
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