

**INTERNATIONAL SCHOOL LEARNER
POLICY****RATIONALE**

This is to define School Board policy and provide management guidelines.

All International School Learners must hold a current valid student visa.

The School Board will ensure the enrolment of International School Learners will not have an adverse impact on domestic students and staff. Financial gain received from the enrolment will be directed to students and staff in the expectation that this will broaden the education benefit of all.

PURPOSE

1. To provide a framework of activity, and School Board monitoring
2. To formally set tuition fees
3. To formalise the initiation of a set of accepted procedures, to be contained in the college procedures manual, to aid in developing a quality system approach to administration.
4. To set a level of activity in which management can operate without further reference to the Board.

GUIDELINES

1. The Director of International School Learners will provide the School Board with publicity, marketing and procedural information as it is developed and when requested. The School Board will review the enterprise at a minimum of annual intervals, or as required.
2. The School Board sets the current level of fees well in advance of the coming school year so that parents/students/agents have plenty of prior notice.
3. The School Board requires that the administration of International School Learner activity be treated as a commercial enterprise based on quality systems control, and adherence to well defined procedures.
4. The School Board has monitored impact on academic and other school standards. At this issue date the lack of adverse effects and benefits accrued make a maximum percentage of International School Learners of 10-15% acceptable and in the interests of the school and the local students.
5. The School Board will implement policies and procedures for the administration of International Student Learning including but not limited to:

RELATED AND RELEVANT SCHOOL DOCUMENTS

- [International School Learner Administration Structure Procedure](#)
- [International School Learner Attendance Procedure](#)
- [International School Learner Emergencies And Traumatic Response Plan Procedure](#)
- [International School Learner Discipline Procedures](#)
- [International School Learner Disputes Resolution Scheme Procedure](#)
- [International School Learner Transfer of Care Procedure](#)

- [International School Learner Concerns and Complaints Policy](#)
- [International School Learner Tuition Fees Refund Policy](#)
- [International School Learner School Fees Protection Policy](#)

The Wesley College School Board approved this policy November 2021.
This policy will be reviewed on /before the November meeting 2024.

PRESIDING MEMBER

11 November 2021
DATE: