



20. English Language Proficiency Policy

Purpose	Sets out the Institute's requirements for students' English language proficiency requirements.
Location	The policy is maintained on owncloud (original: Pydio)- http://cloud.ee.edu.au/owncloud
Responsible executive	The Dean
Responsible office	Academic Office
Effective date	30 November 2016
Review date	30 November 2021, 30 November 2025
Modification history	Jun 2013 (V1), Nov 2016 (V2), Aug 2024 (V3)
Related documents	Student Admissions Policy and Procedure
Authority	Approved by Academic Board

1. Purpose

This policy sets out the requirements for, and expectations of, students' English language proficiency at admission and during their courses of study.

2. Scope

The policy applies to all students undertaking courses in which English is the language of instruction and assessment.

3. Definitions

English language proficiency means the ability of students to use the English language to make and communicate meaning appropriately in spoken and written forms in the context of their studies.

4. Principles

- 4.1 Students at Elite Education Institute should have the necessary knowledge and skills to successfully engage with their studies and, as graduates, successfully participate in their professional work environments. Admissions policies, requirements and procedures are documented, are applied fairly and consistently, and are designed to ensure that admitted students have the academic preparation and proficiency in English needed to participate in their intended study, and no known limitations that would be expected to impede their progression and completion.
- 4.2 The Institute recognises that the development of English language proficiency is integral to the development of discipline-based knowledge and that language use varies according to context, audience and purpose.
- 4.3 Each unit has a unit-specific graduate attributes which reflects the mission of the Institute and the related professions and disciplines. In order to meet the requirements of the graduate attributes, all students need to acquire specific academic language skills during their studies and the acquisition of these skills is part of improving English language proficiency.



4.4 English language entry standards:

For Undergraduate Studies:

For students enrolling onshore, students from Australian local institutes, an Australian Year 12 senior secondary school certificate is required. For students enrolling from non-English speaking countries directly, a condition of admission is evidence of

- IELTS (Academic) test with a minimum score of 6.0 with no sub-band scores less than 5.5.
- Students with IELTS (Academic) 5.0 may enrol after successful completion of the English for Academic Purposes Level 2 (EAP2) program authorised at a TEQSA/ASQA accredited ELT Centre approved by the Institute. Successful completion of the EAP program requires a pass mark in all assessment tasks;
- PTE: Minimum overall score of 50 with no band less than 46; or
- TOEFL iBT: Overall score: 66 (Reading: 16; Writing: 15; Listening: 17; Speaking: 18); or
- University of Cambridge - Total score of 165 (no individual band less than 160)
- Completion of Elite Education Group EAP2: equivalent to IELTS 6.0
- Minimum one-year Tertiary study at:
 - ✓ An Australian Bachelor degree
 - ✓ An Diploma level (AQF Level 5) or advanced Diploma level (AQF Level 6) study.

When an IELTS score is used to demonstrate English proficiency, that score must have been attained within two years of the date of application for admission.

For Postgraduate Studies:

The English proficiency requirement for international students or local applicants with international qualifications is:

- IELTS Academic: overall band minimum score of 6.5 with no individual band less than 6.0; or
- PTE: Minimum overall score of 58 with no band less than 50; or
- TOEFL iBT: Overall score: 80 (Reading: 20; Writing: 20; Listening: 18; Speaking: 18); or
- University of Cambridge - Advanced (CAE): Total score of 176 (no individual band less than 169)
- Completion of Elite Education Group EAP2: equivalent to IELTS 6.5
- Minimum one-year Tertiary study at:
 - ✓ An Australian Bachelor degree, Graduate Certificate or Graduate Diploma in any discipline
 - ✓ an Australian Master by research or doctoral degree, or equivalent, from an English medium institution.

4.5 Promptly identify students who require English Language support

Close scrutiny of students is maintained by lecturers and student services staff. If students who fail to attend class regularly and/or who fail to submit one or more assessments are contacted by the Dean, he/she will consult with each student identified as having English Language support needs.

4.6 Development of students' English language proficiency.

The Institute provides support for the development of students' English language proficiency throughout the course of study, English language workshops and resources include such topics as essay writing, report writing (i.e., student may be suggested to undertake CMU101 -



Professional Writing unit).

4.7 Information for students on the development of their English language proficiency

Prospective and current students at the Institute are to be informed that they are responsible for taking action to continue to develop their English language proficiency during their studies and be encouraged to take advantage of the support provided by the Institute. Where relevant, students and prospective students must be made aware that English language development strategies are integrated with coursework and that they will be assessed on their English language proficiency as an integral part of their course.