

# Overseas Student Information



# ALC

## Overseas Student Information

The Overseas Student Information booklet is published by Australian Lutheran College (ALC) and contains information about schools and courses administered by ALC.

Published by

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This information is provided by ALC as a service for enquiries and as a reference for students. While every effort has been made to ensure content of this Overseas Student Information booklet is as accurate as possible at the time of publication, ALC reserves the right to update and amend as necessary.

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# Introduction

Australian Lutheran College (ALC) welcomes overseas students and provides overseas students with a safe, enjoyable and rewarding place to study.

## About Australian Lutheran College

ALC is the tertiary education provider for the [Lutheran Church of Australia](#).

We are recognised for our high educational standards, student-centred and holistic approaches to learning and teaching, and Christian commitment.

ALC is shaping tomorrow's pastors, teachers and church workers to think imaginatively about issues that affect all of life in the church and the world.

Lutherans have been involved in theological education in Australia for 170 years. Today ALC continues that tradition as the only Lutheran College of its kind in Australia or New Zealand.

## Study higher education awards with ALC

ALC delivers higher education awards through the [University of Divinity](#) (UD) as part of a unique collegiate university.

The University of Divinity is a Specialised University accredited by the Australian Tertiary Education Quality and Standards Agency (TEQSA) to teach courses in Philosophy and Religious Studies.

Being part of a **collegiate** university means that ALC can continue to offer courses within our distinctive Lutheran tradition as well as access a wider range of resources and services than we could manage alone.

## Why you can study with ALC as an overseas student

The University of Divinity (UD) complies with Australia's law to promote quality education and consumer protection of overseas students.

The University is a higher education provider registered under the *Education Services for Overseas Students Act 2000*, or ESOS Act, and is listed on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS Provider Code: 01037A) and can therefore enrol overseas students to study in Australia on a student visa.

Pastoral and academic support is offered to all students.

# Thinking about study at ALC?

## Australian and overseas recognition given to qualifications

As a college within the University of Divinity, ALC is accredited to teach towards the degrees and diplomas offered by the University.

The University offers courses located at levels 5 to 10 of the [Australian Qualifications Framework](#).

They are recognised by tertiary institutions within Australia. They may also be recognised by overseas tertiary institutions and churches as equivalent to local qualifications.

## Useful links

- [Study in Australia](#)
- [Study in Adelaide & South Australia](#)
- [Education Services for Overseas Students](#)
- [Department of Education and Training fact sheet for international students](#)
- [National Code of Practice for Providers of Education and Training to Overseas Students 2018](#)
- [www.education.gov.au/research-training-program](http://www.education.gov.au/research-training-program)
- [Research Training Program – Frequently Asked Questions for students](#)

## University of Divinity

- [Deferring, Suspending or Cancelling Enrolment Guide for Overseas Students](#)
- Payment from overseas can be made through [Western Union Business Solutions](#)
- [Transfer between Registered Providers Policy](#)

## Academic information

Please read this overseas student information together with the ALC handbooks. They can be accessed from [alc.edu.au/education/current-students/higher-ed-student-information/handbooks/](http://alc.edu.au/education/current-students/higher-ed-student-information/handbooks/).

## Course information

Information about courses offered, including content, outcomes and duration, can be found in the ALC handbook, as well as the website under [ALC courses](#).

## Student selection

- Students are selected on the basis of meeting the entry requirements for a particular course. Where students are applying for postgraduate studies, students will be accepted only where library and faculty resources are deemed adequate for the particular research area proposed.
- Where students are seeking scholarship support through the Lutheran Church of Australia's Mission International for postgraduate study at ALC, selection is negotiated between the Board for Mission and the home church or employing body of the prospective candidate. Application is through the home church of the candidate.
- Where students are seeking scholarship support through an agency other than the LCA Mission International, such arrangements are the responsibility of the student. However, students must meet all entry requirements for the selected course.

## English language and other entry requirements

The University of Divinity [Admissions Policy](#) states that all successful applicants, both domestic and overseas, must have sufficient English language skills at admission and sufficient English language support throughout their awards to complete their studies successfully.

As an overseas student, you must provide evidence of English competency, either

- by the results of an approved English language test gained or completed within two years prior to the start of the course in which enrolment is sought  
or
- by evidence that you have lived and functioned for a substantial part of your life in an English-speaking context.

### English language tests

English language tests approved by the University include:

- **IELTS Academic** = International English Language Testing System
- **TOEFL Academic** = Test of English as a Foreign Language (written)
- **TOEFL Internet** = Test of English as a Foreign Language (internet-based)
- **PTE Academic** = Pearson Test of English

The following table lists the standard English language test threshold for admission to the University:

Study level	IELTS Academic	TOEFL Academic	TOEFL Internet	PTE Academic
<b>Undergraduate &amp; postgraduate coursework</b>	6.5 At least: 6.0 for every band	550 At least: 4.5 for TWE*	79 At least: 21 for Writing, 12 for Listening, 13 for Reading, 18 for Speaking	58 At least: 50 for all PTE communicative skills scores
<b>Higher degrees by research</b>	7.0 At least: 6.5 for every band	577 At least: 5.0 for TWE*	91 At least: 25 for Writing, 22 for Listening, 22 for Reading, 22 for Speaking	65 At least: 58 for all PTE communicative skills scores

\* TWE = test of written English

### Other English language test thresholds

Refer to Table A2 in the [Admissions Policy](#) for the providers and relevant thresholds for coursework awards and higher degrees by research for additional English language tests approved by the Academic Board.

### More information

For more information about English language proficiency tests, visit:

- [IELTS \(International English Language Testing System\)](#)
- [TOEFL \(Test of English as a Foreign Language\)](#)

In special circumstances, provision may be made for students to complete an intensive course of English language before being allowed to commence their course of study. It is recommended that if necessary students undertake an appropriate course in English language before they leave their home country.

For further information about English language requirements please read **SCHEDULE A: English Language Requirements** in the University of Divinity [Admissions Policy](#).

### **Research degree requirements**

#### **Qualifying for Research degrees:**

If you are applying to enter a research Master's degree (MTheol, MPhil) or doctorate, you should have passed the research qualifying requirements before leaving your home country (see the Regulations for each degree on the University of Divinity [courses](#)). This includes having obtained a Distinction grade in a 12,000 word research essay at postgraduate standard. In addition, the University of Divinity Research Committee expects that an academic member of staff of the University of Divinity has indicated their intention to act as your interim supervisor.

#### **Additional language requirements**

If you intend enrolling in a research degree you will also need to have a reading knowledge of the languages required for the primary sources and essential secondary sources for your chosen research topic, for example Koine Greek, biblical Hebrew, ecclesiastical Latin for primary sources; German, Spanish, Korean, Italian, Chinese, French for secondary.

### **Credit transfer and Recognition of Prior Learning (RPL)**

Overseas students wishing to apply for credit transfer or recognition of prior learning should do so with their initial application, so that any reduction in the course due to the granting of recognition of prior learning can be taken into consideration in issuing the electronic Confirmation of Enrolment for visa purposes.

See [alc.edu.au/education/enrol/higher-education/credit-transfers/](http://alc.edu.au/education/enrol/higher-education/credit-transfers/) for further information about credit transfer and RPL.

Application is to be submitted in writing on the [Request for credit form](#).

Note: If students are granted credit or RPL for a qualification, they must still be enrolled for a full-time study workload. This may mean additional studies to make up a full-time load.

# Applying to study/student visa

## Applying for a student visa

Applying for and obtaining a student visa may take considerable time. Three steps are essential to making an application.

### 1. Application for Admission to a University of Divinity course

As an overseas student you must complete the appropriate overseas student admission form. See [alc.edu.au/education/enrol/higher-education/application-for-coursework-overseas/](http://alc.edu.au/education/enrol/higher-education/application-for-coursework-overseas/) or [alc.edu.au/education/enrol/higher-education/research-overseas/](http://alc.edu.au/education/enrol/higher-education/research-overseas/). Submit the form with the following documents direct to ALC:

- Evidence of your level of English Language proficiency or that you have been offered a place with an English language provider in Australia
- Transcripts of all completed tertiary courses
- An [Overseas Student Sponsor Statement](#) completed by your sponsor—if you are not paying your own fees
- A copy of the photo and name page of your current passport which must show your full name, your date of birth, your citizenship, and your country of birth

### 2. Acceptance of offer

If you are accepted into a University of Divinity course, the university will send you an Acceptance Contract, which you must complete, sign, and return to the Quality Services Officer. The university will then send you a Confirmation of Enrolment (COE).

### 3. Visa application

You must use your Confirmation of Enrolment (COE) to apply for a student visa. All student visa applications must be lodged online at the <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-finder/study> Please see the Department of Home Affairs website for more information on the documentary evidence that you need to provide and how to lodge an application for your student visa by creating an account.

## Maintaining your student visa

New students commencing their course of study need to be here at ALC at least two weeks before the first day of semester to attend a compulsory orientation program, to be introduced to the academic and social support services available during their studies, and to organise their living arrangements. If you do not arrive in time to attend your first classes you run the risk of being reported to the Department of Home Affairs for non-commencement of studies.

The Australian Government requires ALC to ensure that overseas students have their study and results monitored constantly during their study here. You are required to complete your course in the time indicated on your COE.

If you have a student visa, you must study full time, and are permitted to work part time. Failure to comply with these requirements may result in your visa being cancelled. If this happens you will be required to leave Australia. Details about working while studying are available from the [Department of Home Affairs](#) e.g. <https://immi.homeaffairs.gov.au/visas/already-have-a-visa/check-visa-details-and-conditions/see-your-visa-conditions?product=500>

## Further information

### University of Divinity web information

<https://divinity.edu.au/study/overseas-student-resources/>  
<https://divinity.edu.au/study/overseas-student-resources/overseas-student-support/>  
<https://divinity.edu.au/study/admission-and-enrolment-forms/> for *Change of details* and *Other forms*)

## **ALC web information**

[alc.edu.au/education/future-students/overseas/](http://alc.edu.au/education/future-students/overseas/)

## **Related documents**

- [Admissions Policy](#)
- [Overseas Student Sponsor Statement](#)

## **Application closing dates**

Overseas students may commence studies in Semester 1 or Semester 2 each year.

## **Coursework awards**

Closing dates for coursework applications are:

- 15 November for admission in Semester 1
- 15 April for admission in Semester 2

## **Higher Degrees by Research**

If you wish to study a higher degree by research please note the key due dates published at <https://divinity.edu.au/study/research/>. Closing dates for HDR applications are:

- 15 April for admission in Semester 1
- 15 November for admission in Semester 2

## **Academic year dates**

Orientation week and semester start dates can be found on the Academic Calendar at [alc.edu.au/education/current-students/student-info/calendar-timetables/](http://alc.edu.au/education/current-students/student-info/calendar-timetables/).

# Enrolment and study information

## Enrolment and induction/orientation procedures

Students are normally required to arrive in Australia at least two days before orientation week. Refer to the academic calendar at [alc.edu.au/education/current-students/student-info/calendar-timetables/](http://alc.edu.au/education/current-students/student-info/calendar-timetables/).

The Overseas Student Support Officer will normally meet the student on arrival in Adelaide and arrange to begin orientation procedures. The student will be required to attend the ALC orientation week if starting at the beginning of the academic year, or an orientation from the Overseas Student Support Officer if starting mid-year, where further information will be provided. The orientation week program includes a basic library orientation as well as an essay writing session.

## Time commitment involved in study

Courses must be undertaken on a full-time basis.

- The workload for an undergraduate student shall be a maximum of four (4) units per semester.
- The workload for a postgraduate coursework student shall be a maximum of three (3) units per semester.

Any exception to this requirement must be approved by the student's course advisor/Dean. See the UD [Enrolment Policy](#).

As a guide for students and lecturers, ALC accepts a system of demand hours. One class hour is considered as requiring three to four hours of private study for the average student. See 'Unit volume' the UD [Unit Policy](#).

## Fee information

### Payment of fees

The **fee schedule** is available on the ALC website at [alc.edu.au/education/current-students/student-info/academic-fees/](http://alc.edu.au/education/current-students/student-info/academic-fees/). Please contact the ALC Office of Student Records ([student.records@alc.edu.au](mailto:student.records@alc.edu.au)) if you have any queries about fees.

Fees must be paid before the commencement of the scheduled unit.

Payment of all tuition fees and charges is a condition of enrolment, and must be made in full by the due date. If you are an overseas student visa applicant, your tuition fees must be paid before the Confirmation of Enrolment is issued. Thereafter fees must be paid two weeks before the start of each semester. Failure to pay will result in cancellation of enrolment. Students studying in Australia who have their enrolment cancelled will be reported to the Department of Home Affairs (DHA).

### Refund of fees

The University of Divinity's [Fees policy](#) outlines the conditions under which students on an Overseas Student Visa (OSV students) are eligible to receive a refund of fees.

## Teaching methods used

Most overseas students study on campus at ALC, where course units are delivered in the face-to-face mode on campus, normally in a classroom situation using a range of methodologies including

lectures, workshops, tutorials, seminars, simulations, multi-media presentations, and other group experiences. Units also require individual reading, study and research leading to classroom presentations, group work and assignments. Excursions and other off campus activities, including field experience, are also employed in some units.

Overseas students with a student visa in Australia may study up to a maximum 25% of their course flexibly via coursework or online learning as negotiated with the course advisor. Overseas students studying from their home country may apply to study online units, subject to all pertinent prerequisites being met.

For courses which include a thesis, students work in close association with a principal supervisor and co-supervisor. This includes the presentation of research seminars as well as the preparation of the thesis.

## **Course progress**

Students are required to maintain satisfactory progress in their studies as outlined in the UD [Course Policy](#).

Progress of students is monitored and if students are not progressing well, intervention strategies are implemented as required.

Unsatisfactory course progress may result in deferral, suspension or cancellation of a student's enrolment and this may affect the student visa.

## **Class attendance**

Students are expected to attend all scheduled classes. Three unexcused absences from class will jeopardise the student's standing in the unit. An absence of more than 20% of lectures in a unit is normally regarded as too great to sustain active engagement in that unit and may impact adversely on the student's learning.

## **Students' rights and responsibilities, including withdrawal arrangements**

### **Overseas Student Fact Sheet**

For information about your rights and responsibilities while studying in Australia read the Department of Education and Training International Student Fact Sheet available at the <https://docs.education.gov.au/documents/international-student-fact-sheet>.

### **Providing your address details**

Students must inform ALC of their residential address in Australia within seven (7) days of arrival in Australia and within seven (7) days if they change their address while in Australia.

### **Changing your course**

If you want to change your course, you must ensure that you continue to meet all the conditions that apply to your student visa. See <https://immi.homeaffairs.gov.au/change-in-situation/study-situation>.

### **Withdrawing from your course**

Students wishing to withdraw from a course must discuss this with ALC.

### **Deferring, suspending or cancelling enrolment**

Overseas students can defer or temporarily suspend their studies, including intermission, in limited circumstances. The University of Divinity policy outlines the conditions. See [Deferring, Suspending or Cancelling Enrolment Guide for Overseas Students](#).

## Policies and procedures

ALC policies and procedures can be accessed on the website at: [alc.edu.au/education/current-students/higher-ed-student-information/policies/](http://alc.edu.au/education/current-students/higher-ed-student-information/policies/)

Students are welcome to request copies of all related ALC policies and procedures.

### Policies on assessment

It is your responsibility as a student to be aware of assessment requirements. Please refer to the ALC website [alc.edu.au](http://alc.edu.au) and the ALC handbook from [alc.edu.au/education/current-students/higher-ed-student-information/handbooks/](http://alc.edu.au/education/current-students/higher-ed-student-information/handbooks/) for policies, procedures and forms relating to unit assessments.

Note particularly:

- [Assessment policy & procedure](#)
- [Assignment submission procedure](#)
- [Extension policy & procedure](#)
- [Extension procedure summary](#)
- [Pre-examination advice to students](#)
- [Write On! style guide](#)

See also **UD policies and procedures**

- [Academic Misconduct Policy](#)
- [Appeals Policy](#)
- [Assessment Policy](#)

## Student grievance/appeal processes

The University is committed to a fair and just environment for all its members. It has separate processes for managing grievances and appeals.

The grievance/appeal policies and processes can be found on the University of Divinity website at <https://divinity.edu.au/study/appeals-grievances/>.

## Qualification/certification issued on completion or partial completion of the course of study

- Completion of course  
The student will receive a parchment and an official academic transcript.
- Partial completion of course  
The student will receive an enrolment summary and can purchase an official transcript if they wish.

# Appendix 1—Support services and resources

## Welfare, guidance and support

### Pastoral care

ALC provides assistance for students through the Overseas Student Support Officer who is available to help students with their plans to come to ALC and also in adjusting to life in Australia. Students on scholarship with the LCA Mission International also receive support through that office.

Overseas students also have access to the regular counselling and support services of the college. Please find a detailed list in the table below.

### Academic

Students are provided academic support and skills assistance whilst they study at ALC. To arrange access to the support available please see the table below for contact information.

### English language skills assistance

English language skills assistance is also provided to overseas students, which may include variations to assessment and examinations (see details in the [Assessment policy & procedure](#)). To arrange assistance please contact the Overseas Student Support Officer.

### Research

Students enrolled in research degrees should refer to <https://divinity.edu.au/study/research/>.

## Support providers and contact details

Support type	Contact person	Contact details
Overseas Student Support Officer	<a href="#">Rev Richard Haar</a>	+61 8 7120 8200 or via email: <a href="mailto:overseas.studentsupervisor@alc.edu.au">overseas.studentsupervisor@alc.edu.au</a>
Admission and pre-enrolment	Office of Student Records and/or the Dean, <a href="#">Dr Stephen Haar</a>	<a href="mailto:student.records@alc.edu.au">student.records@alc.edu.au</a> <a href="mailto:deans.office@alc.edu.au">deans.office@alc.edu.au</a>
Academic support, including course advice and course planning	The Dean, <a href="#">Dr Stephen Haar</a> , and the Associate Dean for Research, <a href="#">Dr Wendy Mayer</a>	<a href="mailto:deans.office@alc.edu.au">deans.office@alc.edu.au</a> <a href="mailto:research@alc.edu.au">research@alc.edu.au</a>
Academic skills assistance	The Dean	<a href="mailto:deans.office@alc.edu.au">deans.office@alc.edu.au</a>
Research student support	Associate Dean for Research	<a href="mailto:research@alc.edu.au">research@alc.edu.au</a>
Teaching staff	Unit lecturer/s	Email as advised by your lecturer/s
English language skills assistance	Overseas Student Support Officer ( <a href="#">Rev Richard Haar</a> )	<a href="mailto:overseas.studentsupervisor@alc.edu.au">overseas.studentsupervisor@alc.edu.au</a>
Care groups (pastoral support)	Care group leader	As advised to enrolled students
Community Caregiver (pastoral care)	Bronwyn Wilkinson	<a href="mailto:care@alc.edu.au">care@alc.edu.au</a>
Disability support	Dean or Course advisor	<a href="mailto:deans.office@alc.edu.au">deans.office@alc.edu.au</a>

Support type	Contact person	Contact details
Health insurance information	Business Manager	<a href="mailto:business@alc.edu.au">business@alc.edu.au</a>
Financial information and advice	Business Manager	<a href="mailto:business@alc.edu.au">business@alc.edu.au</a>
LCA Mission International sponsored students	Assistant to Neville Otto	<a href="mailto:bfm@lca.org.au">bfm@lca.org.au</a>

## Additional support services

The Overseas Student Supervisor can help to advise students of where they can find additional support services such as doctors, dentists and other services.

## External support resources for students

### Care and counselling resources

Relationships Australia	8223 4566
Anglicare	8305 9200
Lutheran Community Care (general and marriage counselling)	8269 9300
Families SA	Central Office 8226 6735 Crisis Care – after hours 131611
Family Relationship Centre	8419 2000 <a href="http://www.familyrelationships.gov.au">www.familyrelationships.gov.au</a>
<i>beyondblue</i> (mental health support)	1300 224 636 <a href="http://www.beyondblue.org.au">www.beyondblue.org.au</a>
Counselling Association of Australia	<a href="http://www.casa.asn.au/#">http://www.casa.asn.au/#</a>
Dulwich Centre (narrative therapy)	<a href="http://www.dulwichcentre.com.au/">http://www.dulwichcentre.com.au/</a>

### Psychologists

ALC has arrangements in place with a number of psychologist services that it can recommend to students. Please enquire to the Dean if you wish to receive information on these services.

### Psychiatrists

ALC has arrangements in place with a number of psychiatrists that it can recommend to students. Please enquire to the Dean if you wish to receive information on these services.

## Facilities, equipment and learning resources

ALC provides lecture rooms and seminar rooms appropriately equipped for the delivery of the courses. All lecture and seminar rooms are equipped with white boards and LCD TVs, and one lecture room is provisioned with an interactive Smartboard. Video recorders and data projectors are available and can be used in all rooms. Computers for student use are available in the library, and can be booked through the circulation desk. Students may bring their own portable devices and connect to the Internet via Wi-Fi which is available in all lecture rooms and the Library.

## **Library resources**

The courses are also supported by extensive resources in the ALC Library (for details of the Library and its holdings, see [alc.edu.au/library/](http://alc.edu.au/library/).) Specialised references are available for postgraduate students. Inter-library loans and document delivery, arranged through the ALC Library, provide a wide range of resources from other libraries in Australia and overseas.

## **Additional services**

Further information is available in the 'Living on campus' section of the ALC website at [alc.edu.au/education/future-students/living-on-campus/](http://alc.edu.au/education/future-students/living-on-campus/).

## **Local environment**

ALC is ideally situated in North Adelaide, just twenty minutes' walk from the city centre. It is close to public transport, shopping facilities, medical practices, parklands and recreational facilities. For more information see ALC's information about [living in Adelaide](#) or refer to the following websites:

[www.studyadelaide.com/](http://www.studyadelaide.com/)

[www.southaustralia.com](http://www.southaustralia.com)

[www.atn.com.au/sa/south/attract-g.htm](http://www.atn.com.au/sa/south/attract-g.htm)

## **Accommodation and costs**

### **ALC student accommodation**

Some rental accommodation is available through ALC. More information is available from the ALC website under [alc.edu.au/accommodation/](http://alc.edu.au/accommodation/). Contact: [business@alc.edu.au](mailto:business@alc.edu.au)

### **Other costs**

There will be some additional costs associated with studying at ALC that are not covered by the annual course fee paid by overseas students. These may include the cost of stationery, supplementary reading and course materials, text books and research-related expenses such as assignment/thesis preparation and printing.

## Appendix 2—Overseas students studying in Australia—legislation and provision

### Overseas students studying in Australia on a student visa

Australia’s laws promote quality education and consumer protection for overseas students. These laws are known as the ESOS framework and they include the *Education Services for Overseas Students (ESOS) Act 2000* and the National Code 2007.

For further information refer to the following Australian Government information

- About the [ESOS legislative framework](#)
- About ESOS National Code—<https://internationaleducation.gov.au/Regulatory-Information/Pages/National-Code-2018-Factsheets-.aspx>
- About protection for overseas students as well as student rights and responsibilities—the Department of Education and Training [fact sheet for international students](#).
- Who investigates complaints about problems that intending, current or former overseas students have with **private** schools, colleges and universities (education providers) in Australia—[Overseas Students Ombudsman](#)

### Migration Act and Regulations

Provisions of the Migration Act and Regulations governing overseas student entry and stay in Australia can be found on the website of the Department of Home Affairs <https://immi.homeaffairs.gov.au/>.

### Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS)

As an overseas student, you can only study a course with an education institution listed on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS).

CRICOS is the list of providers registered under the *ESOS Act* to enrol and deliver education and training services to overseas students studying in Australia, and details of their courses. It is administered through the Department of Education and Training. CRICOS is used by visa issuing officers to ensure that persons seeking Student Visas are enrolled in registered courses.

All institutions registered on CRICOS have met the quality standards set out in Australian law, which ensures you receive the best possible education services.

For further information refer to: <http://cricos.education.gov.au/default.aspx>

### ALC rights and responsibilities

ALC is a college of the University of Divinity, a higher education provider which meets the regulations to be listed on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS Provider Code: 01037A).

The University of Divinity is required to meet various obligations under the Education Services for Overseas Students (ESOS) legislation. These can be described broadly as:

- being registered on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS);
- meeting quality assurance standards;
- complying with tuition and financial assurance requirements; and
- encouraging overseas students recruited to study in Australia to comply with the conditions of their visas, and reporting those who do not.

ALC is committed to working in accordance with the ESOS Act and the National Code. For further information, refer to the ESOS Act 2000 and the National Code, which can be found on the website: <https://internationaleducation.gov.au/regulatory-information/pages/regulatoryinformation.aspx>

### **National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students**

ALC operates under the National Code of Practice for Overseas Students. Information about the code can be accessed at [National-Code-Factsheets](#)

### **Provider Registration and Overseas Student Management System (PRISMS)**

In accordance with the ESOS Act UD is required to

- issue electronic Confirmation of Enrolment Forms (COE) to overseas students who have successfully applied for and been approved for admission to study in Australia. The COE is then sent to the student so that he or she can apply for a student visa to enter Australia. Individuals cannot apply for a student visa to enter Australia without a COE.
- report changes in course enrolment, and student non-compliance with visa conditions relating to attendance and academic performance through PRISMS.

The University's information about [applying for a student visa](#) includes the three steps essential to making an application as well as requirements for maintaining your student visa.

### **Accreditation status**

Information about accreditation status of the University of Divinity courses can be given if requested.

## **General requirements**

### **Overseas health cover and education of dependants**

All overseas students coming to Australia on student visas (except those from Norway, Sweden and Belgium) are required to have Overseas Student Health Cover (OSHC). See <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500/overseas-student-health-cover>. While this cover normally provides financial assistance towards doctors and some hospital services, it does not always cover dental, physiotherapy or optical services (e.g. glasses and contact lenses).

For students sponsored by LCA Mission International, health cover is arranged through the Office of the LCA Mission International. This also includes cover for urgent dental and optical expenses, and doctors' prescriptions. The Office must be contacted prior to optical, dental and major medical care.

Students with dependent children are also required to maintain adequate arrangements to cover educational expenses for their children. See below for further information on educational expenses.

### **Work rights**

Australia's student visa program provides for the entry of overseas students who wish to undertake full-time study in registered courses in Australia. Visas are granted based on students' declaration that they have sufficient funds to cover living and tuition expenses in Australia. Overseas students must continue to have sufficient funds to support themselves and accompanying family members while in Australia and should not rely on work to support themselves or family members while in Australia.

However, once students have arrived in Australia and commenced their studies, they may generally work limited hours per fortnight when the course is in session and unlimited hours during scheduled course breaks.

For more detail about permitted work hours, family members work allowances, courses without work restrictions and other information, refer to <https://immi.homeaffairs.gov.au/>.

**See also:**

<https://immi.homeaffairs.gov.au/visas/already-have-a-visa/check-visa-details-and-conditions/see-your-visa-conditions>

<https://immi.homeaffairs.gov.au/visas/working-in-australia/work-rights-and-exploitation>

<https://www.fairwork.gov.au/how-we-will-help/templates-and-guides/fact-sheets/rights-and-obligations/international-students>

Please note that ALC recommends that full-time students seeking casual or part-time employment only undertake up to a maximum of ten hours per week.

**Educational expenses for dependants**

Any school-aged dependants accompanying an overseas student to Australia will be required to pay full fees if they are enrolled in either a government or non-government school. The LCA Mission International and Lutheran Education Australia endeavour to assist Mission scholarship holders with the payment of these fees. Any school-aged dependants must enrol in a school if they join the student visa holder in Australia for more than 3 months.

Refer to [Explore visa options for studying in Australia](#) and [Include family](#) .