



# VET Student Loans Entry Procedures

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## Policy Statement

As an approved training provider for the VET Student Loans program, Absolute Medical Response ensures that student application and selection processes are fair, equitable and transparent on the basis of clearly defined entry criteria to be used for student selection. Selection of students is focused on merit and fostering academic success.

## Purpose and Scope

The purpose of this policy is to provide a framework for the selection and admission of domestic students for approved courses and units of study, including students seeking Commonwealth assistance through the VET Student Loans program.

## Definition

**Domestic student** – a person enrolling in course of study who is an Australian citizen, an Australian permanent resident (holders of all categories of permanent residency visas, including humanitarian visa)

**Full Fee Paying Student** – a student enrolled in a course of study for which the provider does not receive any funding or loan from a State, Territory or the Commonwealth in relation to the student's enrolment in that course.

**VET Student Loans** - VET Student Loans is a loan program that helps eligible domestic students pay their tuition fees for higher-level VET qualifications undertaken through an approved training provider

## Legislative Context

This policy supports the *Higher Education Support Act 2003 (HESA)*, *Standards for RTOs 2015*, the *VET Student Loans Act*, and the *VET Student Loans Rules 2016*.

In accordance with the *VET Student Loans Act (2016)* and the associated legislative instruments, all students wishing to apply for a Commonwealth VET Student Loan must be assessed for academic suitability to undertake a high level VET qualification. This is a student protection measure introduced by the Commonwealth Government from 1 January 2016.

Qualifications that are eligible for Absolute Medical Response to offer students a VET Student Loan can be found on the Absolute Medical Response VET Student Loan Approved Course List.

This academic assessment is *in addition* to any entry requirements that may be required for the specific course you are undertaking. In high demand courses where there are more applicants than there are available places, there may also be additional selection criteria.



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## Ways to assess your academic suitability

In order to apply for a VET Student Loan to cover your course fees or part of your fees, you must meet one of the criteria below and provide evidence, if applicable. The Student must either:

- have completed your senior secondary certificate of education (Australian Year 12 certificate) or International Baccalaureate Diploma Program (IB)\*\*, awarded by an Australian authority or agency. Please provide a copy when you apply to enrol. A statement of outcomes meets this requirement only if it confirms that the student received the Senior Secondary Certificate. Absolute Medical Response is required to store this for five years after you enrol

or

- have completed an Australian Qualifications Framework qualification at Certificate IV level or above, that was delivered in English. Please provide a copy of your certificate, if this was achieved at a provider other than Absolute Medical Response. This may be issued by your previous provider or through the national USI Registry at <https://www.usi.gov.au/students> (for qualifications from 2015). If you have studied with Absolute Medical Response, just tell us when you studied and we can verify it for you. OR
- have been assessed by a federal, state or territory government agency which assesses overseas qualification as equivalent or comparable to: a qualification at level 4 or above in the AQF, or a qualification at a level in a framework that preceded the AQF that is equivalent to level 4 or above in the AQF or

AND

- undertake a literacy and numeracy assessment using an approved assessment tool and display competence at or above Exit Level 3 in the Australian Core Skills Framework (ACSF). Absolute Medical Response will advise you how to undertake this assessment. It is free of charge. Absolute Medical Response will use LLN Robot which is an online system that combines ACSF testing, course profiling and LLN Support to assess your skills. Absolute Medical Response must be confident that you complete this test independently and displays the required skills. Your college will inform you of your results as soon as practicable after the assessment. A copy of your results will be stored for five years after you enrol and may be provided to the Commonwealth if requested.

If you are not able to meet any of these requirements, you will not be eligible to apply for a Commonwealth VET Student Loan.

\*\*In NSW, you may obtain a copy of your Higher School Certificate from 1967 onwards for a cost of \$44.50. Delivery is within 7-10 days, with an option for priority delivery at a higher fee. Go to the Board of Studies website for more information. <http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/hsc/results-certificates/replacement-certificates>