

INTERVENTION STRATEGY FOR AT RISK STUDENTS POLICY

Section 1 - Purpose and Scope

- (1) This Policy outlines the College's commitment to identifying and responding to students at risk of failing to satisfactorily progress in their course.

Scope

- (2) This Policy applies to:
- All students enrolled in an undergraduate course.
 - Additional requirements apply to international students.
- (3) This Policy should be read in conjunction with the *Course Progression Policy and Procedure*.

Section 2 - Definitions

- (4) In this Policy:
- Course** means the entire program of study that spans several years and is made up of multiple units.
 - Course progress** means the level of progress required by students as set out in the Course Progression Policy and Procedure.
 - Domestic student** means an Australian citizen, a permanent resident in Australia, a New Zealand citizen or permanent visa holder for New Zealand (including a diplomatic or consular representative of New Zealand, a member of the staff of such a representative, or the spouse or dependent relative of such a representative). Anyone not meeting this definition is classified as an **international student**.
 - Student** is an individual person who is formally enrolled to study at the College and is assigned an individual student identification number.

Section 3 - Policy Statement

General Principles

- (5) The College regularly monitors students' course progress throughout each semester to:
- ascertain the achievement of students' academic performance and engagement requirements;
 - identify those students, as early as possible, who may be at risk of not progressing satisfactorily; and

- c. implement appropriate intervention strategies for those identified as being at risk.
- (6) The College acknowledges its responsibility for keeping students informed of the strategies and services available to them to support them in their course. This includes providing advice to students about reducing their study load when appropriate.
- (7) A student not making satisfactory course progress will be considered a student at risk and may be subject to the College's intervention strategies.
- (8) The College's scaffolded approach to responding to students at risk is based on the student's:
- a. academic progress (such as failing units, failing to submit the required number of assessment tasks, or being identified to have breached the Academic Integrity policy; and
 - b. engagement with learning (such as attendance at classes or engagement with the Learning Management System).
- (9) Should a student not engage or not meet the conditions imposed on his/her enrolment to address academic progression concerns, or if the student is deemed to be a non-genuine student or assessed as not academically suitable for the respective course of study, the College reserves the right to withdraw the student from units prior to census date to avoid the student incurring additional Fee Help Debt.
- (10) A student affected by a decision pursuant to this Policy and Procedure has the right of appeal in accordance with the *Grievances, Complaints and Appeals Policy*. This includes decisions to:
- a. place a student on probational enrolment;
 - b. exclude a student from study due to poor course progress for a period of up to a maximum of twelve (12) months; or
 - c. issue an *Intention to Report* letter, pursuant to the regulatory compliance requirements for international students on a student visa.

Section 4 - Procedures

- (11) This Policy should be read in conjunction with the Intervention Strategy for At Risk Students Procedure.

Related documents

This Policy should be read in conjunction with but not limited to:

- a. Intervention Strategy for At Risk Students Procedure
- b. Course Progression Policy and Procedures
- c. Assessment Policy and Procedure
- d. Examinations Policy and Procedure

- e. International Students Support Services Policy
- f. Grievances, Complaints and Appeals Policy and Procedure
- g. Deferring, Suspending or Cancelling Enrolment Policy – International Students
- h. Academic Integrity Policy
- i. Academic Integrity Procedure

Legislation:

- a. Higher Education Standards Framework (Threshold Standards) 2021
- b. Education Services for Overseas Students Act 2000
- c. National Code of Practice for Providers of Education and Training to Overseas Students 2018

Document Administration

Policy Name	Intervention Strategy for At Risk Students Policy
Policy Owner	Director, Student Engagement and Wellbeing
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Amendment history	
Version 1:	Document revised to reflect new template including separation of Policy and Procedural requirements.

Unless otherwise indicated, this Policy will still apply beyond the Review date