

# English Language Entry Requirements Policy

Version number	4
Approved by	Academic Board
Date of approval	September 30, 2022

## Purpose

Sydney Institute of Higher Education (SIHE) acknowledges that establishing and enforcing clear English language entry requirements is integral to upholding its commitment to academic integrity and industry best practice.

This *English Language Entry Requirements Policy* states the principles underpinning the procedures for enforcing English language entry requirements. It then outlines the procedures of fairly and consistently assessing the English language proficiency of applicants to SIHE.

## Scope

This policy applies to all prospective international students who wish to enrol in a program at SIHE. An international student is an individual enrolled in a program at SIHE who is not a citizen of Australia or New Zealand, or an Australian Permanent Resident, and is eligible to apply for a student visa by the Department of Home Affairs to study full-time in Australia

## Principles

All international student applicants to SIHE are to demonstrate their English language proficiency. Through this requirement, SIHE can ensure that all students have the capacity to complete their desired program.

SIHE requires all international student applicants to provide evidence of their English language proficiency.

Whilst SIHE has and will maintain robust English language criteria for entry into programs of study, SIHE will also continue to provide English language support for all enrolled students who require it.

## Procedures

In order to be admitted to a program at SIHE, international student applicants should meet the English language requirements of the program.

Applicants can demonstrate their English proficiency through one of three (3) pathways:

1. Prior education or study in English,
2. Proof of English language ability through English language test results, or
3. Completion of English language courses.

## 1. *Prior education or study in English*

Applicants will meet the English language entry requirements if they provide evidence of completing any one of the following:

- a. Year 11 and 12 at an Australian Secondary School / Registered Training Organisation, or,
- b. International Baccalaureate Diploma (IB) in English, or,
- c. A course of study with an Australian higher education provider. A course of study is a course or program that is formally approved or accredited that leads to the award of a qualification, or,
- d. A Foundation Program at an Australian university, or,
- e. Undertaken formal secondary or tertiary study in English in an overseas institution listed in the [Australian Government Country Education Profiles](#) at a level equivalent to the standard outlined in points a, b and c above.

Prior education should have been completed no more than five (5) years prior to the application.

## 2. *English Language Test Results*

Applicants will meet the English language entry requirements if they provide evidence of completing one of the following:

1. English language testing with scores that are equal to or higher than the score listed in the table below, or
2. Proficiency testing with an ELICOS course provider listed in the [Australian Government Country Education Profiles](#) where the test confirms English language proficiency equal to or higher than the score listed in the table below.

The test should have been completed within the last four (4) years.

Test	Undergraduate Courses	Postgraduate Courses
Academic IELTS	An overall minimum score of 6.0 with at least 5.5 in each component of the test	An overall score of 6.5 with at least 6.0 in each component
TOEFL - Paper based test	A score of 525 with a test of written English score of 4.0	A score of 565 with a test of written English score of 4.5
TOEFL - Internet based test	A score of 70 with a minimum 17 in writing, 12 in reading, speaking, listening	A score of 85, with a minimum of 19 in writing and at least 17 in reading, listening, speaking
Cambridge	An overall score of 169 with at least 162 in all other components	

CAE Advanced (Post 2015)		
Cambridge CAE Advanced (Pre 2015)	52 overall with all other components at the borderline level or higher	
PTE Academic	An overall score of 50, with a minimum of 42 in all sections	An overall score of 58 with at least 50 in all other sections
C1 Advanced (formerly CAE)	169	176
C2 Proficiency (formerly CPE)		176

### 3. Completion of English Language Courses

Applicants will meet the English language entry requirements if they provide evidence of completing one of the following:

1. An English language course at an institution listed in the [Australian Government Country Education Profiles](#), OR
2. Completion of a NAATI accredited professional interpretation or professional translation course as an English translator.

#### **English language support**

SIHE will continue to provide, monitor, and evaluate the impact of English language support for all enrolled students in accordance with the *Academic Support Plan*.

This support is offered under the same general provisions and with the same monitoring and continual improvement processes as those described in the *Academic Support Policy*.

The *Academic Board* will continue to monitor and review English language support offered to higher education students and provide advice on future improvements to the *Corporate Governance Board*.

The findings of such reports will also inform future changes to SIHE student admissions policies and processes.

## Policy Implementation and Monitoring

The *Academic Board* delegates responsibility for the monitoring of day-to-day implementation of this policy to *Program Monitoring Committee*.

The *Academic Board* will review all periodic reports from relevant committees and staff members, in

accordance with the *Compliance Calendar*.

Additionally, the *Academic Board* will review all relevant student complaints, concerns raised by staff members, and instances of student or staff misconduct in accordance with the *Compliance Calendar*.

Based on these monitoring activities, the *Academic Board*, in accordance with the *Compliance Calendar*, will provide a report to the *Corporate Governance Board* and ensure that findings are taken into account in planning, quality assurance and improvement processes.

## Review schedule

This policy will be reviewed by the *Academic Board* every three years.

Version History				
Version number:	Approved by:	Approval date:	Revision notes:	Next review date:
1	Academic Board	13/01/2019		
2	Academic Board	15/09/2019	Include AEI NOOSR Country Education Profiles	15/09/2022
3	Academic Board	02/05/2022	Amend postgrad entry requirements	02/05/2025
4	Corporate Governance Board	September 30, 2022	Review English Language requirements to clarify requirements once operations commenced. Ambiguity removed, typos corrected and previous changes implemented (reduction of postgrad entry requirement of IELTS 7.0 to 6.5) however that change had not been reflected in any of the other English language test scores so that erroneous entry requirements were listed).	September 30, 2025

End of document: "English Language Entry Requirements Policy"

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## Related Documents

		<a href="#">Academic Support Policy</a>
		<a href="#">Admissions Policy</a>
		<a href="#">Education Agents Policy</a>
		<a href="#">Enrolment Policy</a>
		<a href="#">Academic Support Plan</a>
		<a href="#">Academic Board - Terms of Reference</a>
		<a href="#">Corporate Governance Board - Terms of Reference</a>
		<a href="#">Program Monitoring Committee - Terms of Reference</a>