



Hillcrest International Learning Community

Entry Requirements

1. Hillcrest Christian College will consider applications for enrolment from students wishing to apply for a Student Visa, subject to compliance with the legislative requirements of the State of Queensland and the Commonwealth of Australia and the conditions of enrolment set by the Hillcrest International Learning Community (HILC), including any requirements to undertake extra tuition to learn English to meet the English language proficiency standard needed to enter mainstream classes.
2. Applications for enrolment must be made on the International Student Enrolment Form. This must be correctly completed, and must be accompanied by the following documents to support the application. Please note: certified translations are required for any documents not in English, with necessary costs to be met by the applicant:
 - a. certified copies of academic reports for the past 2 years, together with explanation of the reporting standards and what is indicative of a 'passing grade' in the reporting system.
 - b. A reference from the student's current or most recent school Principal is also required if student Report Cards do not record student behaviour or commitment to studies;
 - c. Appropriate proof of identity and age;
 - d. a copy of their current passport with name, photo identification, passport number and expiry date.
 - e. official results from any recently completed English Proficiency Test. Students applying for Year 11 and 12 must provide official results from a recent English Proficiency Test (e.g. IELTS, AEAS).
 - f. any medical reports; specialist reports or Individualised Education Plans (IEP) that are relevant to the application.
 - g. A Letter of Offer from another registered provider if applicable.
 - h. Application to the Queensland Assessment and Curriculum Authority (QCAA) for relaxation of completed Core requirements if applicable.
3. An application for enrolment can only be processed when all the above documents are in the hands of HILC (international@hillcrest.qld.edu.au).
4. Applications from overseas students are processed according to established policy and procedures, and are dealt with on their merits.
5. Assessment procedures include an evaluation of reports from previous schools and of English language proficiency. In cases where report cards are not available or are inconclusive for any reason, the school may require relevant testing of the applicant to assess the application.
6. Assessment procedures include an evaluation of reports from previous schools and of English language proficiency. In cases where report cards are not available or are inconclusive for any reason, the school may require relevant testing of the applicant to assess the application.
7. Assessment procedures require students to undergo a video or in-person interview with the Head of Global Education if the applicant is applying for Year 7 - 12. It is a requirement of HILC that during an interview, the student is not allowed any assistance. If students are found to be receiving assistance from another person, written clues or translation devices then their application will be automatically considered unsuccessful.
8. Onshore applications for Years 11-12, where the student is transferring from another CRICOS registered provider, will only be considered where the transfer, if accepted, allows the student to achieve a successful study outcome at the end of the enrolment.
9. Enrolment at Hillcrest Christian College is conditional upon the acceptance and adherence to the International Student Code of Conduct found in the application form and student handbook, and the College guidelines and rules found on the College website and student diary.
10. As a condition of enrolment, the student / parent / legal guardian agrees to disclose any essential information relating to additional support or care the student might require because of an existing medical condition, including the need for prescribed medication; or disability, including learning disorder, or other need for specialised support. Failure to do this may result in cancellation of enrolment.

Minimum academic requirements are as follows:

ACADEMIC REQUIREMENTS

11. Students must provide evidence of satisfactory academic performance appropriate to entry to the Year level requested on the Application for Enrolment or offered as an alternative point of entry by the College in a Letter of Offer.
 - a) For Primary Students (Prep – Year 6): Evidence of application to College work and age-appropriate achievement in literacy and numeracy areas of the curriculum
 - b) For Year 7 – 9 students: A pass level or “C” grade or better for the majority of core subjects
 - c) For Year 10 - 12 students: A pass level or “C” grade or better for all core subjects including a B grade or better in English language studies

HILC may give special consideration for circumstances that may have adversely affected academic progress if documentation of such be provided. This special consideration will be at the discretion of the Head of Global Education.

ENGLISH PROFICIENCY REQUIREMENTS

11. Applicants are assessed individually based on the contents of their report cards, personal references and a video interview, and may also be required to undertake a language proficiency test set by the College.
12. If supplied, Hillcrest Christian College will assess evidence of English language proficiency presented by a student at the time of application, but reserves the right to confirm the student’s English language proficiency through additional interviews and tests.

As a condition of enrolment, the student is required to meet the following minimum English entry level:

Primary (Prep – Year 6)

Year P – 3	Students are required to have a basic understanding of key English phrases in order that they can communicate about basic issues of emotional and physical health and safety. For example asking for a drink or to go to the toilet and being able to let the teacher know if they need medical assistance.
Years 4-6	Students will be assessed based on the academic results of English in their previous 2 years schooling. Students are required to have an introductory level of English so that basic communication between the student and their teachers and fellow students can occur.

Junior Secondary (Year 7 – 10)

Year Level	English Proficiency Level		English Proficiency Level Procedure
Years 7 – 9	NLLIA level 3.5 - 4	IELTS 4 / 4.5	Based on academic reports, HILC may allow a student applying for Years 7 – 10 to be informally assessed through the video or in-person interview, instead of providing formal English Proficiency Test results.
Year 10	NLLIA level 4	IELTS 5	
Year 11	NLLIA level 5	IELTS 5.5	Students wishing to gain entry into Year 11 and 12 must provide a formal English Proficiency Report that show all aspects of English to be above the English Proficiency Levels required.
Year 12	NLLIA level 5 – 5.5	IELTS 5.5 / 6	

13. Depending on their English language ability, the student may be required to successfully complete an ELICOS course before commencing mainstream studies on the agreed date.
14. If undertaking an intensive English language course before beginning mainstream studies, English language proficiency will be reassessed at the conclusion of the language course to ensure the student’s level of proficiency is sufficient to allow them to commence their mainstream course.
15. The student’s enrolment may be withdrawn if the student fails to successfully pass the ELICOS Course before the agreed upon commencement date (See Deferment, Suspension and Cancellation Policy).