



**EMMANUEL
ANGLICAN
COLLEGE**

Learning ~ Living ~ Leading

INTERNATIONAL STUDENT GUIDE



Our Purpose

We seek to grow each student to become a person of character who is inspired by excellence and adaptability, whose life is modelled on that of Jesus, and who, through courage, creativity, compassion and citizenship, strives to create a better world.

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CRICOS Provider Code:

Emmanuel Anglican College Council (02449F)

Emmanuel Anglican College is a Child Safe Organisation

Principal's Welcome



Welcome to Emmanuel Anglican College and thank you for your interest in our College Community. Emmanuel Anglican College is committed to developing strong and successful international educational relationships and opportunities for the benefit of both our community and international students, families and communities.

Emmanuel Anglican College's International Student Program invites, welcomes and supports:

- Study Tours
- Short Stay and Semester Program Students
- Long Term Students seeking to Graduate with an Australian Educational Certification

The College accepts a small number of international students in both primary and secondary education each year. Completion of Year 11 and Year 12 could lead to the attainment of the Higher School Certificate (HSC) credential.

The College Study Tour and Short Stay Programs for International Students provide a unique opportunity for students to experience life in Australia, practice their English language skills, study new and exciting courses and make new friends.

We look forward to you joining our College community and I wish you well in your studies. Remember to practice your English whenever you get the opportunity as this will help improve your language skills and assist you in developing confidence with your speaking, reading and writing of English.

Mr Robert Tobias
Principal



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Welcome to EAC

Emmanuel Anglican College is highly regarded as a centre for academic and pastoral excellence in the Northern Rivers. This is a reflection of the personalised care and culture of learning that are part of the fabric of EAC. Students feel valued, are engaged in their learning and enjoy their days at school. The size of the College community enables teachers to build genuine relationships with each student and to get to know them as learners. Each student is valued for their unique personality and gifts and the broad nature of our curricular and extra curricular program allows students to explore areas of interest in new and exciting ways. It is in this context that they are given the best opportunities to grow, develop and achieve. ***The emphasis of all that happens at Emmanuel Anglican College is on the student; their wellbeing and their learning.*** It is only natural that when this is at the heart of what we do, student achievement will follow.

Our Identity

Emmanuel Anglican College is an inclusive coeducational Anglican school community in Ballina, New South Wales. We share a passion for an holistic education designed for **learning, living and leading** that anticipates the possibilities of the future.

Our Purpose

We seek to grow each student to become a person of character who is inspired by excellence and adaptability, whose life is modelled on that of Jesus, and who, through courage, creativity, compassion and citizenship, strives to create a better world.



Our Culture

It is important to us that we all work together to grow the knowledge, skills, disposition and habits of mind that will equip our students to be confident and ready for all aspects of life. To this end, we seek to grow each student to become a person of character:

Learning who is inspired by excellence and adaptability: *This sort of person reveals resilience and the ability to deal with challenge and change, while striving for continual learning and improvement.*

Living whose life is modelled on that of Jesus: *This sort of person seeks to live out the integrity that we see in Jesus (including love, humility, compassion, mercy, forgiveness, grace, inspiring others, charity, and generosity) in their daily life, whether they are being watched or not.*

Leading who, through courage, creativity, compassion, and citizenship, strives to create a better world: *This sort of person responds positively to the opportunities to serve in their local, regional and global communities and displays a character shaped by:*

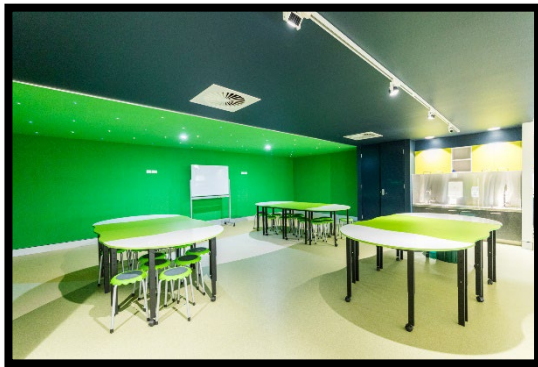
- **Courage**, which includes remaining open to continuous learning, questioning and problem-solving, persisting, and taking responsible risks;
- **Creativity**, which includes thinking about your thinking, creating, imagining and innovating, striving for accuracy, thinking and communicating with clarity and precision;
- **Compassion**, which includes gathering data through all senses, listening and understanding through empathy, thinking flexibly, and managing impulsivity; and
- **Citizenship**, which includes thinking interdependently, applying past knowledge to new situations, responding with wonderment and awe, and finding humour.



Our Campus

Emmanuel Anglican College is located at 62 Horizon Drive, West Ballina, NSW 2478.

Architecturally designed in keeping with the style and climate of northern New South Wales, learning takes place in an outstanding physical environment with open, contemporary and innovative learning facilities. A wide variety of co-curricular activities are offered and the College has exceptional facilities to support these activities as well.



Our Location

The Ballina and northern New South Wales region is well known for its world class surfing beaches, pristine waterways and stunning rainforests. Ballina boasts the largest regional airport in Australia, the Ballina-Byron Gateway Airport, and is only 45 minutes drive from The Gold Coast International Airport, Coolangatta.



Ballina



Lennox Head



Byron Bay



Gold Coast



Tweed Heads



Ballina's Big Prawn

For some useful information about Ballina and the surrounding regions visit the following websites:

www.discoverballina.com.au

www.visitbyronbay.com

www.destinationgoldcoast.com

www.visitthetweed.com.au

Accreditation

Emmanuel Anglican College is a registered and accredited non-government school in NSW.

The Education Act 1990 provides the legislative framework for the approval of NSW school providers to deliver courses for overseas students. Under the Act, the NSW Education Standards Authority (NESA) is responsible for monitoring the compliance of non-government schools with the registration and accreditation requirements of the Act.

Emmanuel Anglican College is registered on the Commonwealth Register of Institutions and Courses for International Students (CRICOS). Our CRICOS Provider Number is 02449F.

The College offers the following CRICOS registered courses to international students:

Course Name	Course Number	Level	Duration (including *holidays)
Primary (Kindergarten to Year 6)	046679F	Primary School Studies	7 years
Junior Secondary (Years 7 to 10)	046680B	Junior Secondary Studies	4 years
Senior Secondary (Years 11 and 12)	046312D	Senior Secondary Certificate of Education	2 years

**There are approximately 12 weeks of school holidays and breaks per school year.*

The College is registered to enrol a maximum of 25 full fee paying Visa Subclass 500 students.

Emmanuel Anglican College offers the following programs for International Students:

- Short Stay Non-award Program (up to 12 weeks – NOT subject to CRICOS regulations)
- Semester Duration Program
- Long Term Study Program with the intention to graduate

Term Dates

See the Emmanuel Anglican College website for term dates.

<https://eac.nsw.edu.au/term-dates-and-what-week-is-it/>



Courses and Awards

International Students enrolled at Emmanuel Anglican College have access to the New South Wales Education Standards Authority (NESA) accredited curriculum. Students who meet all the NESA and school based requirements will be eligible for the Record of School Achievement (ROSA) and if they complete studies through to the end of Year 12 can obtain the Higher School Certificate (HSC).

Students will also have the opportunity to obtain an Australian Tertiary Admission Rank (ATAR), which provides a pathway to university entrance. Students may also choose to study Vocational Educational and Training (VET) courses as part of the Year 11 and 12 pattern of study. These courses have a dual accreditation status, allowing students to incorporate these courses into the Higher School Certificate as well as gaining an Australian Quality Framework accreditation.



The Leaders of House, Heads of Department, Director of Teaching and Learning, Careers Counsellor and Learning Support staff are available for consultation and to assess a student's individual needs and match those needs with appropriate courses.

The courses offered to students are comprehensive with a wide range of subjects in English, Mathematics, Science, Commerce, Social Science, Health and Physical Education, Music, Art, Drama, Languages, Information Communication Technology and Christian Education.



Students may have the option to enrol with an external provider to undertake specialised courses while enrolled at Emmanuel Anglican College. Any additional costs related to studying courses externally are payable by the student.

For further information regarding the curriculum and subject choices offered at Emmanuel Anglican College please visit the [website](#).

Course Credit

Course credit is not applicable for students in Primary to Year 10, as students are enrolled into a school year appropriate to their age and previous study. For students in Years 11 and 12, who have transferred from interstate, they may apply to the New South Wales Education Authority for course credit if required.

Co-Curricular Activities

The College has a strong belief in Education and Development of the whole person. As such, Emmanuel Anglican College offers a variety of co-curricular programs including, but not limited to: Band, Choir, Music, Sport and Coaching, Tournament of the Minds and Community Service.

For a full list of programs offered please visit the [Education menu](#) on the College website.



Entry Requirements

English Proficiency

The College will consider an application from a student who can demonstrate that they are sufficiently proficient in English to engage successfully with the College's academic program in mainstream classes.

All successful applicants entering the Junior Secondary Course must meet the minimum English entry requirement of: IELTS Overall Band Score of 5 or equivalent, with no single band below 4.

All successful applicants entering the Senior Secondary Course must meet the minimum English entry requirement of: IELTS Overall Band Score of 5.5 or equivalent, with no single band below 5.

Students will be advised if they require more English prior to commencement of their Course. For full details please see the [Student Entry Requirements Policy – International Students](#)

Application Form and Enrolment Documents

Please request a copy of the **International Student Enrolment Pack** from the College Registrar enrolments@eac.nsw.edu.au.

In order to process an enrolment successfully, students must provide all necessary documents and information requested, including but not limited to:

- A completed Application for Enrolment form
- Non-refundable Application Fee
- Copy of current passport
- Copy of current Visa (once it is granted)
- Copy of English Language Test Certificate
- True copies of School reports for the previous two years including a copy of the latest report
- A reference from the student's current Principal if student report cards do not record student behaviour and commitment to study
- Copy of Health Care Cover for the duration of the time the student will be in Australia
- Copy immunisation/vaccination certificate/s

Where the above documents are not in English, certified English translations are required, with necessary costs to be met by the applicant.

For full details please see the [Student Entry Requirements Policy – International Students](#)

Visa Requirements

Most international students wanting to study in Australia require a **student visa (Subclass 500)**. Some other visa holders are also eligible to study as international students in Australia.

In order to apply for a visa you will need a **valid passport**, an **electronic Confirmation of Enrolment (CoE)** and any **other documentation** required by the Australian diplomatic post with which you lodge your application. For example, if you are under 18 and not living with a parent or DHA approved relative, you must have a completed **Confirmation of Appropriate Accommodation and Welfare (CAAW)** to ensure your accommodation and welfare is approved by Emmanuel Anglican College.

You must ensure you **allow enough time** for processing between lodging your application and the start of your academic program, as it can be a lengthy process depending on your country of origin.

Visa Conditions

If you are granted a visa, you must abide by its conditions. Failure to comply with these conditions could result in the cancellation of your visa. These conditions include (but are not limited to):

1. Be enrolled as a full time student.
2. Meet the terms and conditions as specified in the Written Agreement with Emmanuel Anglican College.
3. Abide by the [EAC Student Management System](#).
4. Attend at least 80% of the contact hours for each study period (semester) of the course. Complete the course within the course duration specified in the CoE and maintain satisfactory academic progress as specified in the International Student Policy. For further details see the [Student Progress, Attendance and Course Duration Policy – International Students](#).
5. Remain with the principal education provider for 6 calendar months, unless issued a letter of release from the provider to attend another institution. For further details see the [Student Transfer Request Policy – International Students](#).
6. After the student enrolment has commenced, a course may only be changed (deferred/suspended/cancelled) either by the student or by the College under specific circumstances and conditions. For further details see [Deferment, Suspension and Cancellation Policy – International Students](#).
7. Maintain College or DHA approved accommodation, support and general welfare arrangements for the duration of the CoE. For further details see [Accommodation and Welfare Policy – International Students](#).
8. Notify the College of your Australian address and any changes to contact details (including phone and email) within 7 days.
9. Provide Emmanuel Anglican College with two emergency contacts.
10. Maintain approved Overseas Student Health Cover (OSHC) while in Australia.

For a full list of mandatory and discretionary student visa conditions please visit:

<https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500>.

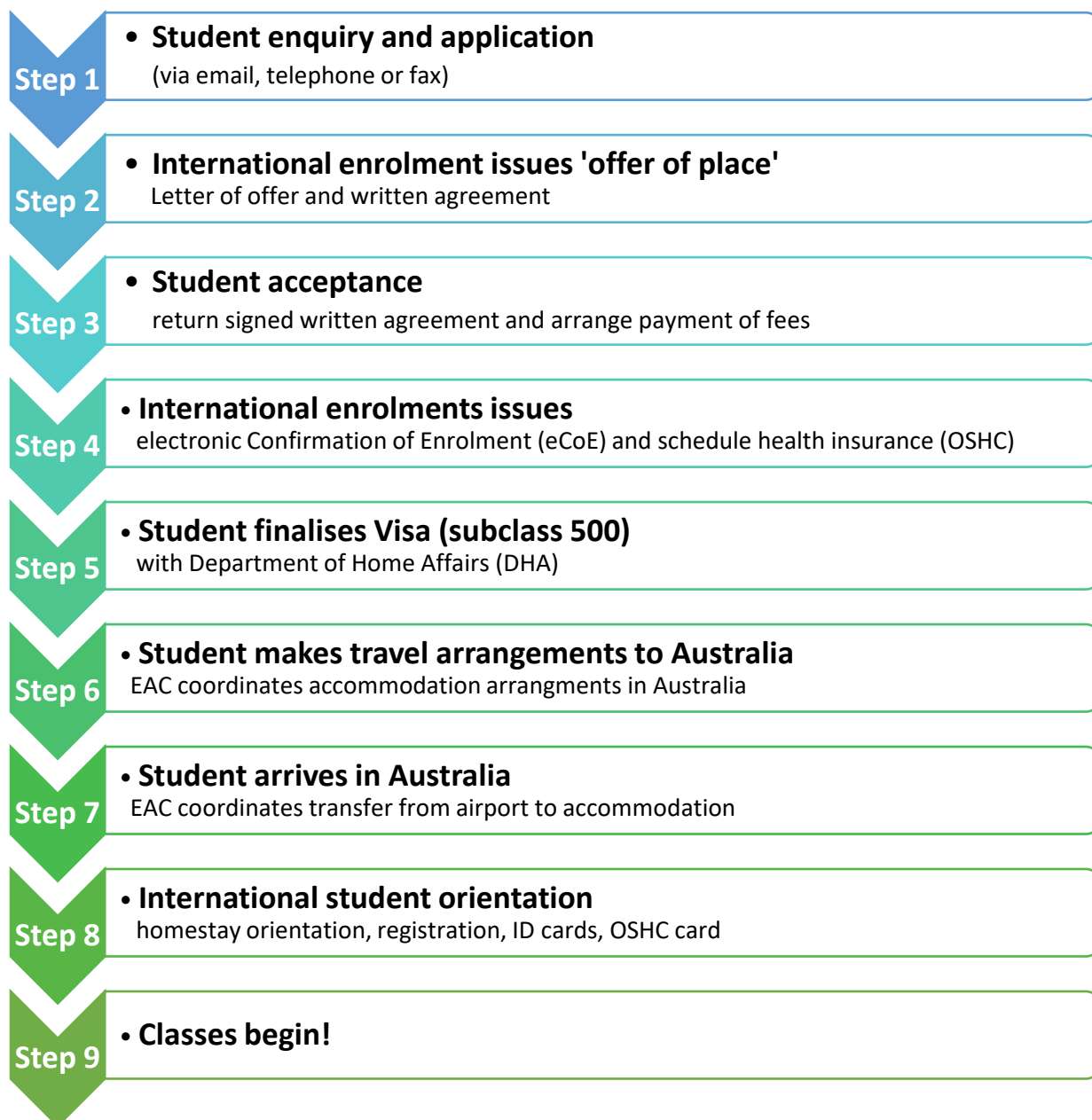
If you are under 18 years of age and living with a DHA approved guardian, you must maintain the welfare arrangements approved for you by the Department of Home Affairs. For further information, visit:

<https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500/welfare-arrangements-students-under-18>.

You can check your individual visa conditions in [Visa Entitlement Verification Online \(VEVO\)](#).

Enrolment Process

Application Step by Step Process Model



Student Accommodation

All international students not living with a parent or DHA approved relative must reside in College approved living arrangements. Students must have an active adult carer. Adult carers are required to assume a parental role and work with the College to support all aspects of College life.



Homestay arrangements are managed by Emmanuel Anglican College.

Emmanuel Anglican College selects quality host families to enable international students to immerse themselves in English and the Australian way of life. Our staff work together with host families to ensure that students receive the best care possible. Emmanuel Anglican College will match each student with an appropriate Homestay family. Information is provided prior to student arrival.

Long term students living with a homestay family will be provided with their own private room including a study desk, meals they can share with the family, a comfortable living environment and daily transport to/from the College. Students will be treated as a member of the family and are expected to help with chores around the family home.

It is a condition of enrolment that students stay in College approved accommodation and welfare arrangements for the duration of the CoE. For further details see [Accommodation and Welfare Policy – International Students](#).



Indicative costs of living in Australia

For indicative costs of living and studying in Australia please see the Studying Australia website <https://www.studyaustralia.gov.au/>.

Student Support Services

Emmanuel Anglican College will offer international students access to a number of different support services commencing with an orientation on arrival. The International Program Coordinator takes a lead role in welcoming and orientating international students to the College and supports them with their transition to life in Australia and into their new school community.

During this orientation, the International Program Coordinator will work through the International Student Guide and explain key contact people, the responsibilities and expectations of the student and the support structures in place to ensure the student has a positive transition period. This will include information to promote the safety, health and wellbeing of the students, including the provision of contacts for emergency services, health services, relevant legal services and information pertaining to complaints and grievance procedures. The student will be introduced to Principal, Deputy Principal, Head of School, Head of House and College Guidance Counsellor to ensure they are aware of the different people they can contact in regard to any problems or issues they may encounter during their time at EAC.

Each international student will also be given a “buddy” to help them adjust to College life. The International Program Coordinator will meet weekly with the international student to monitor transition and provide the necessary support and advice. All students from non-English speaking backgrounds are also supported by intensive English language lessons each week.

The International Program Coordinator will support the students via the following functions:

- Conduct a general orientation for international students to Emmanuel Anglican College and life in Ballina. Students will be met by all relevant leaders on staff during their orientation or within the first week of enrolment to ensure they know who to contact regarding different matters.
- Assist with subject selection and studying expectations and procedures.
- Liaise with immigration regarding student movement.
- Advise on medical and dental options for students.
- Assist with language difficulties where appointments are required.
- Accommodation – conduct homestay orientation with students and families. Liaise with the students to establish accommodation needs and provide them with accommodation options. Assist with language difficulties where bookings are required.
- Provide an emergency phone number.
- Advise on counselling and guidance services available and charges.
- Provide support with grievances and appeals. For further information see [Complaints and Appeals Policy – International Students](#).
- Assist with a transfer between Education Providers. For further information see [Student Transfer Request Policy – International Students](#).



College Uniform

The uniform of the College is seen as one of the public expressions of our values and our group identity. For this reason, all students are expected to conform to the standards expected and defined as part of their collective responsibility to one another and are expected to be in correct uniform at all times. The International Program Coordinator can arrange fittings of uniforms for students on arrival at the College.

Please view the full [uniform requirements](#) on the College website.



Computers and Internet Access

Secondary students will be provided with a school owned device. During the orientation process, students will receive their EAC device, network logon details and gain access to the EAC student portal.

All parents and students are required to sign a Student User Agreement regarding the College's Electronic Communications Code of Conduct. View the full details [online](#).

Fees and Levies

Please contact the Registrar at enrolments@eac.nsw.edu.au for current Student course fees and levies.

Schooling Obligations

In NSW the Education Act (1990) makes it compulsory for all children to attend school until the age of 17. Options for schooling include Government and Non Government Schools. Emmanuel Anglican College is committed to providing and maintaining high professional standards in both the marketing and delivery of its education program. To achieve this, the College will:

1. Commit to safeguarding the welfare and interests of all students.
2. Provide exceptional facilities and resources.
3. Use appropriate and effective methods of instruction.

The ESOS Framework

The ESOS Framework ensures the provision of quality education for and the protection of the rights of overseas students. The Australian Government wants international students in Australia to have a safe, enjoyable and rewarding experience. Australia's laws promote quality education and consumer protection for overseas students. These laws are known as the ESOS Framework and include the *Education Services for Overseas (ESOS) Act 2000* and *The National Code 2018*. Under The National Code, the School is required to provide students with a description of the ESOS Framework before enrolment. The Framework is provided online at <https://www.education.gov.au/esos-framework>

As an international student on a student visa, you must study with an education provider and in a course that can be found on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) at <http://cricos.education.gov.au/>. CRICOS registration guarantees that the course and the education provider at which you study, meet high standards necessary for international students.

Marketing Practices

Emmanuel Anglican College will market its programs with integrity, professionalism and accuracy, avoiding vague or misleading statements and ensuring consistency with Australian Consumer Law. Students will be given accurate information about the courses offered and the facilities provided. When providing information to prospective students, no false or misleading comparisons will be drawn with any other institution or course. No marketing or other material will in any way suggest that Emmanuel Anglican College will secure a migration or education assessment outcome for the international student.

Privacy Policy

The College collects information about a student during their enrolment in order to meet our obligations under the ESOS Act and the National Code 2007, to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services for Overseas Student Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007.

Information collected about a student can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Assurance Scheme and the ESOS Assurance Fund Manager. In other instances, information collected on this form or during a student's

enrolment can be disclosed without consent where authorised or required by law. For more information on privacy, please refer to Emmanuel Anglican College's Privacy Policy which is in accordance with the Privacy Act 1988.



Useful Links

- International Student Fact Sheet <https://www.education.gov.au/esos-framework/resources/international-students-factsheet>
- Know your rights <https://www.education.gov.au/international-education>
- Police link <http://www.police.nsw.gov.au>
- Study with Australia <https://www.studyaustralia.gov.au/>
- NSW Education Standard Authority (NESA) <http://educationstandards.nsw.edu.au/wps/portal/nesa/home>
- Study NSW <https://www.study.nsw.gov.au/>
- Department of Home Affairs <https://www.homeaffairs.gov.au>
- Fair Work Ombudsman <https://www.fairwork.gov.au>
- Currency converter <http://www.xe.com/currencyconverter/>
- World clock – time zones <https://www.timeanddate.com/worldclock/>





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