International Student Academic Support Policy

Alphington Grammar School is governed by the regulations and guidelines of The Education Services for Overseas Students Act (2000) (The 'ESOS Act') and the National Code 2018. Standards 6.3 & 6.4 of the National Code 2018 require the School to offer reasonable support to International Students to enable them to achieve expected learning outcomes at no additional cost to the International Student, and to facilitate learning support services consistent with the requirements of the course. The School maintains records of support provided to comply with this policy.

1. **Aim:**
   1.1. Alphington Grammar School's policy is to offer various types of support services to International Students so they can achieve expected learning outcomes under the School's curriculum, and to ensure that there are processes in place so that our International Students know where to go and what resources to utilise should they need academic support.

2. **Scope:**
   2.1. Alphington Grammar School offers courses through face-to-face learning with the exception of the School's distance education program at Victorian School of Languages (VSL). Our courses are provided at our campus at 18 Old Heidelberg Road, Alphington, Victoria 3078.
   2.2. International Students who require academic assistance should contact Assistant Principal/Head of Secondary, or the Assistant Principal/Head of Primary.
   2.3. If a teacher believes that an International Student requires academic assistance in relation to a particular area of the School's curriculum, the Teacher must pass on this information to the Assistant Principal.

3. **Support Services:**
   3.1. The School provides a range of support services for academic assistance to our International Students, which aim to ensure that International Students have regular access to academic assistance in a variety of subjects.
   3.2. Alphington Grammar offers the following support services:
   - English Language Assistance Programmes;
   - Mathematics Assistance Programmes;
   - Tutoring Programmes;
   - Supervision of study sessions by academic staff to aid International Students with course work; and
   - Study groups conducted by subject specific tutors.

4. **Communication:**
   4.1. When students are completing our distance education course at VSL, we ensure we maintain regular contact with our International Students and support their learning via the following technologies:
   - Email;
   - WeChat;
   - Telephone; and
   - Our Online Portal.