English Language Proficiency Policy

Policy Owner	Academic Dean
Approving Authority	Academic Board
Implementation Responsibility	Academic Dean
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Review Date	17/07/2029
Current Status	Version 1.2

1. Purpose

This Sydney Polytechnic Institute (SPI) policy sets out the requirements for, and expectations of students' English language proficiency when the student is admitted and during the course of their study, as well as the support at SPI.

2. Scope

This policy applies to all students and staff at SPI.

3. Definitions

English language proficiency refers to a person's ability in using the English language to communicate meaning appropriately in spoken and written forms in the context of their studies or work at SPI.

4. Principles

4.1 Admission policies, course requirements and procedures have been created and are implemented to ensure that SPI students and graduates are well equipped to engage with their studies and professional work. In order to achieve such outcomes, these documents have been developed to ensure that students are academically prepared and sufficiently proficient in English.

4.2 SPI believes that proficiency in the English language, and development of such skill, is necessary for the attainment of academic discipline-based education and knowledge. Further, SPI recognises the usefulness of English as a lingua franca in a variety of contexts outside of academic study.

4.3 SPI's mission and core values, as well as those of relevant industries and academic disciplines, are reflected in each unit's specific graduate attributes. In order to satisfy these graduate attributes, students must obtain or demonstrate sufficient academic and general English language skills in their studies.

4.4 English Language Entry Requirements

The course of study offered at SPI will be delivered in English. Subsequently, all incoming students must demonstrate sufficient English language proficiency prior to being permitted to enrol in any units offered by SPI (except those specifically designed to develop English language capabilities). The English language requirements to enter the course will be published on the SPI website.

Applicants may demonstrate English language proficiency through recognised English language tests or, where permitted, through prior full-time study in a course where the primary language of

instruction was English, in accordance with the requirements of the relevant course of study.

English language requirements may vary depending on the course. Applicants should refer to the course-specific admission criteria for details, including acceptable forms of evidence (e.g. recognised English language tests or prior study in English) and the applicable minimum requirements for each course.

IELTS scores or other equivalent recognised English Language tests used to demonstrate English language proficiency as part of an application to SPI must not be older than three (3) years prior to the commencement of the course at SPI.

4.5 Early Identification of Students in Need of English Language Support

It is the responsibility of teaching staff and student services staff to continuously monitor the needs and performance of students. The *Student Progression, Exclusion and Graduation Policy* outlines the appropriate circumstances in which students may be approached for additional English Language Support.

4.6 Development of Students' English Language Proficiency

Support programs will be provided by SPI to facilitate the development of students' English language proficiency for the duration of their studies. Such programs include, but are not limited to, English language workshops and essay/report writing resources. Programs will be offered depending on the students' needs.

4.7 Informing Students of their Development of English Language Proficiency

Efforts will be made to ensure that students, prospective or admitted, are made aware of their responsibility and requirements regarding the development of their English language proficiency. Where relevant, prospective and admitted students will be informed of the English language development strategies implemented by SPI as part of their studies. Additionally, students will be informed of the compulsory English language proficiency assessments within their courses.

Notes

Related Documents:

SPI Student Support Policy
SPI Student Admissions and Enrolment Policy
SPI Student Progression, Exclusion and Graduation Policy
SPI Student Deferral, Suspension and Cancellation Policy
SPI Overseas Student Transfer Policy and Procedure

Amendment History:

Version No.	Approved by	Effective date	Amendments
1.0	Academic Board	21/05/2021	New Policy
1.1	Academic Board	20/04/2026	Refinements made to Section 4.4 to accommodate English language requirements across all courses.
1.2	Academic Board	17/07/2026	Refinements made to Section 4.4 regarding the English language entry requirements.