



Queensford College

Cheat Sheet

# Entry Requirements and Procedure (Indonesia)

[www.queensford.edu.au](http://www.queensford.edu.au)

RTO: 31736 CRICOS Provider No.: 03010G

# Academic Entry Requirements

Entry Requirements have been set in place to ensure that all individuals who gain entry into a Nationally Accredited Program have the appropriate skills and abilities they require to be successful in their studies. Some courses may have higher entry requirements, please check specific course brochures for more information.

The following outlines entry requirements for international students intending to undertake study at Queensford College.

*Note: All documents that are submitted upon application for enrolment at the College must be translated into English and be certified a true copy of the original.*

## ACADEMIC REQUIREMENTS

Each individual course at Queensford College has academic entry criteria that students must meet to be eligible for enrollment in that course. For Mature Age students who do not hold any qualification, they must pass the Internal LLN / English Placement test.\*

For Certificate III level qualification:

- Students must have completed at least an Australian year 11 or equivalent
- Students must pass Queensford College's internal LLN/ English Placement test

For any Certificate IV, Diploma and Advanced Diploma level Qualification:

- Depending on upon the nationality of the student year 11 (Australian equivalent year 11) may be sufficient, please check with Queensford College prior to enrolment
- Students must have completed at least an Australian year 12 or equivalent
- Students must pass Queensford College's internal LLN/ English Placement test

*\*Applicable for student nationalities and Queensford College who would fall under SSVF matrix. Contact the International Marketing and Admissions Team to see if you would be eligible to take the Internal Queensford College LLN / English Placement Test and request for the link.*

## ADDITIONAL REQUIREMENTS

- Evidence of having successfully completed Australian Year 11, which is equivalent to
  - Secondary School: SMU 3 or SMK 3
- Evidence of having successfully completed Australian Year 12, which is equivalent to:
  - Certificate of Completion of Senior Secondary Education (Ijazah/STTB SMA/STTB SMK) or
  - Certificate of Graduation (SKHUN)
- Students must be 18 years or over at the time of course commencement
- Mature age students (21 years or over) may be assessed for entry on a case-by-case basis (by providing a Resume/CV highlight relevant work experience). Applicable for Onshore Students
- Maximum Age: 30 year\* (Exceptions Applicable as long as its demonstrated and the College is satisfied).

# English Language Entry Requirements

## ENGLISH LANGUAGE PROFICIENCY LEVEL

For Certificate III level qualification:

Students must provide evidence of attaining an overall IELTS score of 5.0 bands or equivalent scores on a similar test (such as TOEFL, PTE etc). Alternatively, students can be accepted into a course if they have:

- attained at least Pre-Intermediate Level of English and must provide evidence of the same, or
- passed Queensford's relevant Internal English Placement Test

For any Certificate IV, Diploma and Advanced Diploma level qualification:

Students must provide evidence of attaining an overall IELTS score of 5.5 bands or equivalent scores on a similar test (such as TOEFL, PTE etc). Alternatively, students can be accepted into a course if they have:

- attained at least Upper Intermediate Level of English and must provide evidence of the same, or
- passed Queensford's relevant Internal English Placement Test

## ADDITIONAL REQUIREMENTS

- Students with experience in similar/different fields carries a lot of weight in choosing the course.
- Resume/Curriculum Vitae needs to be submitted.
- Evidence of continuously training themselves is highly recommended.
- Payslips, Recommendation Letters needs to be submitted.

## NURSING COURSE ENTRY REQUIREMENTS

Please note: There are specific Academic and English Language Entry Requirements for the HLT54115 (CRICOS Course Code: 096029D) Diploma of Nursing. For more information please request and view the Nursing Course Brochure, International Application Form or refer to Queensford College website: [www.queensford.edu.au](http://www.queensford.edu.au)

# Course Mapping

## RELEVANT CAREER EXPERIENCE - COURSES STUDENTS CAN ENROL WITH US

Most Recent Career Experience	Queensford Courses
Teaching / Education	Diploma of Early Childhood Education and Care
Banking Call Centres Accountancy	Leadership and Management Package
Hotel Management Qualification Hospitality Experience	Cookery and Hospitality Management
Registered Nurse Physical Therapist Other Health related experience	Certificate IV in Ageing Support

# Courses On Offer

Course	CRICOS Course Code	Duration	Campus Location
Diploma of Nursing (HLT54115)**	096029D	105 Weeks	Brisbane; Fitzwilliam Street, Parramatta*
Certificate IV in Ageing Support (CHC43015)	089225C	52 Weeks	Brisbane; Adelaide; Fitzwilliam Street, Parramatta
Diploma of Early Childhood Education and Care (CHC50113)	084087D	98 Weeks	Brisbane; Adelaide; Fitzwilliam Street, Parramatta
Diploma of Leadership and Management (BSB51918)	098755B	52 Weeks	Brisbane; Adelaide; Fitzwilliam Street, Parramatta
Advanced Diploma of Leadership and Management (BSB61015)	088532M	52 Weeks	Brisbane; Adelaide; Fitzwilliam Street, Parramatta
Certificate IV in Commercial Cookery (SIT40516)^	092402J	72 Weeks	Brisbane; Adelaide; Fitzwilliam Street, Parramatta
Diploma of Hospitality Management (SIT50416)^	091045M	21 Weeks	Brisbane; Adelaide; Fitzwilliam Street, Parramatta

## Campus Locations

Brisbane Campus  
Level 2, 359 Queen Street  
Brisbane QLD 4000

Adelaide Campus  
Level 11, 90 King William Street  
Adelaide SA 5000

Fitzwilliam Street Campus, Parramatta  
Level 3, 1 Fitzwilliam Street  
Parramatta NSW 2150

Wentworth Street Campus, Parramatta  
Level 5, 9 Wentworth Street  
Parramatta NSW 2150

\* Limited intake dates at this campus, please check with the International Admissions Team for more information

\*\* Nursing intake dates are limited, please check with the International Admissions Team for more information.

^ The duration of these courses may be shorter depending on your previous study on same fields or if courses are packaged together.

# Statement of Purpose (SOP)

## WHAT TO INCLUDE IN A SOP

- A brief introduction about yourself and your family.
- Your educational, employment history and information about any English test taken.
- Your reasons for not choosing your home country to undertake further studies.
- Your reasons for choosing Australia as a study destination (students must specifically write reasons about not choosing other countries such as USA, Canada, UK, New Zealand etc).
- Reasons for choosing a particular city in Australia.
- Information about why you intend to study a particular stream.
- Your reasons for choosing Queensford College (students must specifically write reasons about not choosing other colleges including the names of the colleges that you considered in the process).
- Knowledge about the course/s you are going to study.
- What are your future plans after completing these course/s (we expect students completing diploma and advanced diploma to go further and study bachelors degree – students must mention specifically the respective bachelors degree and the university they intend to further study).
- What is the job title you are seeking to gain in your home country after completing the studies in Australia.
- Demonstrate knowledge about the visa regulations and ties to home country.

Note: SOP Genuine Temporary Entrant (GTE) statement is to be at least 3 - 4 pages in length covering the above aspects



# Genuine Temporary Entrant (GTE)

## HOW TO STRENGTHEN A STUDENTS GTE STATEMENT

- A strong GTE statement is vital for a student to demonstrate that he/she is a genuine student and the student must be very aware of what he/she is mentioning on the GTE statement. Generic statements don't substantiate the facts. Students are required to work hard on preparing and expressing their Genuineness on the statements for which they must put ample time and effort into researching and putting things together.
- To further strengthen the GTE statements the following are highly recommended and our team at Queensford College will be highly vigilant of all the GTE statements and all eCOE will be released only after we are convinced the GTE statements comply with our requirements and following are few of the aspects that need to be included as a part of satisfying the GTE criteria.
- A strong GTE statement will support statements with concrete evidence. For example, statements concerning expectations of significantly improved circumstances and remuneration should demonstrate how this will be achieved against the background of prevailing economic circumstances in the applicant's home country. Evidence from reputable publications / organisations (including web links) concerning labour market prospects (and remuneration) helps us establish the veracity of those statements – it adds weight to the applicant's reasons for studying in Australia and helps to demonstrate that study is their primary purpose.
- In general, the GTE claims can be strengthened by applicants by providing more relevant and independent research on:
  - o alternative course options in home country and region (including course content, associated education providers; course duration, costs and evidence that links successful completion to relevant employment outcomes)
  - o alternative course options in Australia (including course content, associated education providers; course duration, costs and how the chosen course of studies/education provider will add value to the applicant's future compared to other education providers/ courses)
  - o remuneration the applicant could expect to receive in the home or a third country, using the qualifications from the proposed course.

# Genuine Temporary Entrant (GTE)

Course options could be summarised in a table with following headings:

Education Provider/s Considered	Course	Website	Location	Cost/ Duration	Comments on Advantages and Disadvantages of each Provider and Course with Reasons for Choosing or Not Choosing the Provider)

- We expect student/s to include the above table in their GTE statements to demonstrate what other providers have the student/s considered and what made them choose Queensford College.
- Demonstrating a realistic knowledge of their intended course of study and associated education provider (by comparison to others) feeds into the assessment of the applicant's circumstances and whether the Student visa is being used to maintain ongoing residence in Australia.
- A strong application will include a GTE statement addressing each of the factors and then include concrete evidence to back up statements.

Further information on the GTE and GS is available on the Government Australian Department of Home Affairs website at: <https://www.homeaffairs.gov.au/>



# Financial Documentation

## LIST OF FINANCIAL DOCUMENTS REQUIRED

Financial statements provided must cover the relevant period with no time gaps. Assessment will be made based on the lowest figure in the financial statement.

- Relationship Certificate with Sponsor/s
- Sponsorship Letter from Sponsor/s
- Bank Balance Certificate
- Personal / Education Loan or Term Deposit or Company Bank Statement (memorandum of association and statutory declaration from each director)
- Income Proof with Income Tax submissions
- Property valuation from appropriate office
- Tax Clearance Letter (If applicable)

Note: All documents should be translated in English from Notary Public Lawyer

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# Enrolment Process

All Students are required to fill an International Student Enrolment Form

Submit attested copies of academic documents, passport, and English Test Result scoresheet if any along with the other forms along with Queensford College International Student Application Form

Once the application is received, Queensford College will issue a conditional offer letter

Offshore students maybe interviewed on Skype to determine if students satisfy GTE requirements

Offshore students maybe asked to submit financial documents from the sponsors, statement of purpose (SOP) / GTE statement

Once everything is received and the assessing officer is satisfied, he/she would advise you to deposit the tuition fee (students are advised not to transfer the tuition fee before the GTE requirements are met). Please remember to have your reference number on the transaction

The transfer receipt of the tuition fee deposit along with signed acceptance letter has to be submitted while requesting for an eCOE

The officer issues and forwards the eCOE to the student

Student applies for an Australian Student Visa at their nearest Australian Mission overseas

## BRISBANE

Brisbane Campus  
Level 2, 359 Queen Street  
Brisbane Queensland 4000  
Australia  
P: 1300 236 364 | +61 7 3221 1626  
E: info@queensford.edu.au

## ADELAIDE

Adelaide Campus  
Level 11, 90 King William Street  
Adelaide South Australia 5000  
Australia  
P: +61 8 8410 4605  
E: sa@queensford.edu.au

## PARRAMATTA

Fitzwilliam Street Campus,  
Parramatta  
Level 3, 1 Fitzwilliam Street  
Parramatta New South Wales 2150  
Australia  
P: +61 2 8660 0040  
E: info@queensford.edu.au

Fitzwilliam Street Campus,  
Parramatta  
Level 5, 9 Wentworth Street  
Parramatta New South Wales 2150  
Australia  
P: +61 2 8660 0040  
E: info@queensford.edu.au

## SOCIAL MEDIA

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 **Vimeo**  
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