



Queensford College

Cheat Sheet

**Entry Requirements
and Procedure
(Sri Lanka)**

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

- Satisfactory completion of Year 12 or overseas equivalent. (recent year 12 graduates are most preferred).
- 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.

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 must have completed GCE A levels:
 - With (S) pass in at least 3 core subjects excluding English.
 - ACBT foundation course completion is also acceptable.
 - We cannot enrol students who have only completed O Levels.
 - Age - Maximum about 20/21 (Exceptions applicable as long as its demonstrated).
 - IELTS or any other similar English test is mandatory.
 - Students must demonstrate what have they been doing if they have gaps from the time they completed GCE A levels.
 - Studying any certificate courses?
 - Working?

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

Course Mapping

SUBJECTS STUDIED IN GCE A LEVEL - COURSES STUDENTS CAN ENROL WITH US

Subjects Studied in GCE A Level	Queensford Courses
Physics Chemistry Biology	Diploma of Nursing Diploma of Early Childhood Education and Care Information Technology Package
Physics Chemistry Mathematics	Information Technology Package
Hotel Management	Cookery and Hospitality Management
Accountancy Economics Business	Accounting Package Information Technology Package

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 Requirements

FINANCIAL REQUIREMENTS

All international students applying to study at Queensford College must provide evidence that they have sufficient funds to cover themselves and any accompanying family members for the first 12 months of their stay in Australia for the abovementioned Travel, Tuition and Living.

The Australian Government Department of Home Affairs recommend the following as a minimum annual requirement for students studying in Australia:

Expenses	Per Person	Amount Required in Australian Dollar (AUD)
Travel	Student (primary applicant)	Return Air Fare to Australia
	Family members	One Return Air Fare to Australia per person AUD \$2,000
Tuition	Student (primary applicant)	Course Fees
	Children aged between 5-18yrs	AUD \$8,000 per year
Living	Student (primary applicant)	AUD \$21,041 per year
	Partner	AUD \$7,362 per year
	Dependent child	AUD \$3,152 per year
	Annual school costs	AUD \$8,296 per year
	Personal annual income if there is no secondary applicant	AUD \$62,222 per year
	Personal annual income where there is a secondary applicant	AUD \$72,592 per year

**Information in above table is correct as of 23 October 2019. The annual living costs amounts for students, guardians and accompanying family members was updated in line with Consumer Price Index (CPI) increases to mitigate the risk of visa holders falling into financial hardship during their stay in Australia. Students are advised to check the Department of Home Affairs website for up to date information while calculating the expenses at <http://www.homeaffairs.gov.au>*

Financial Documentation

LIST OF FINANCIAL DOCUMENTS REQUIRED

- Relationship Verification with Sponsor/s
- Sponsorship Letter from Sponsor/s
- Education Loan or Bank Balance Certificate with 3 months old savings or Valid Source of Fund along with Bank Certificate, if the fund is recently deposited
- Proof of Income of Sponsor/s
- Property valuation from relevant authority.

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

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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