



Queensford College

Cheat Sheet

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

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

RTO: 31736 CRICOS: 03010G

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# Entry Requirements - Sri Lanka

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.

English language requirements maybe exempted if the student, please refer to our website for details.

Mature Age Students who do not have any qualifications, must pass the Queensford College internal LLN/ English Placement test

## ACADEMIC REQUIREMENTS

### Certificate III Level:

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

### Certificate IV, Diploma and Advanced Diploma Level:

- 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
- have completed at least an Australian year 12 equivalent
- must pass Queensford College's internal LLN/ English Placement test

## 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.

# Entry Requirements - Sri Lanka

## ENGLISH LANGUAGE PROFICIENCY LEVEL

### Certificate III Level:

- students must provide evidence of attaining an overall IELTS score of 5.0 or equivalent scores on a similar test (such as TOEFL, PTE etc.); or
- attained at least Intermediate Level of English and must provide evidence of the same; or
- student must pass Queensford College's relevant Internal English Placement Test

### Certificate IV, Diploma and Advanced Diploma Level:

- students must provide evidence of attaining an overall IELTS score of 5.0 or equivalent scores on a similar test (such as TOEFL, PTE etc.); or
- attained at least Intermediate Level of English and must provide evidence of the same; or
- student must pass Queensford College'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?

# 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
Certificate IV in Accounting and Bookkeeping (FNS40217)#	097331A	52 Weeks	Brisbane, Adelaide*, Parramatta
Diploma of Accounting (FNS50217)#	097330B	52 Weeks	Brisbane, Adelaide*, Parramatta
Advanced Diploma of Accounting (FNS60217)	097332M	52 Weeks	Brisbane, Adelaide*, Parramatta
Diploma of Nursing (HLT54115)***	096029D	105 Weeks	Brisbane, Adelaide*, Parramatta**
Certificate IV in Ageing Support (CHC43015)	089225C	52 Weeks	Brisbane, Adelaide, Parramatta
Certificate III in Early Childhood Education and Care (CHC30113)	097627G	52 Weeks	Brisbane, Adelaide, Parramatta
Diploma of Early Childhood Education and Care (CHC50113)	084087D	98 Weeks	Brisbane, Adelaide, Parramatta
Diploma of Social Media Marketing (10118NAT)	092893G	52 Weeks	Brisbane
Diploma of Information Technology (ICT50115)	092401K	78 Weeks	Brisbane, Adelaide*, Parramatta
Advanced Diploma of Network Security (ICT60215)	096219J	52 Weeks	Brisbane**, Adelaide*, Parramatta**
Diploma of Leadership and Management (BSB51918)	098755B	52 Weeks	Brisbane, Adelaide, Parramatta
Advanced Diploma of Leadership and Management (BSB61015)	088532M	52 Weeks	Brisbane, Adelaide, Parramatta
Certificate IV in Commercial Cookery (SIT40516)^	092402J	72 Weeks	Brisbane, Adelaide, Parramatta
Diploma of Hospitality Management (SIT50416)^	091045M	21 Weeks	Brisbane, Adelaide, Parramatta

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

\*\* Please check with the International Admissions and Marketing Team for future dates on these courses at certain campus locations.

\*\*\* 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.

# Entry into FNS50217 Diploma of Accounting requires completion of FNS40617 Certificate IV in Accounting and Bookkeeping.

# 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

# 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

## College Assesses and Verifies Applications

Once we receive the student's application we will assess their application against the requirements of the course and issue a conditional offer letter, which is followed by an interview with student and financial documents verification.

## College Issues eCOE

Electronic confirmation of enrolment (eCOE) will be issued.

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### Student to Apply for Chosen Course

Select from our range of courses in the International Prospectus or on our website and return a completed application form along with the required documents to us.

Download the International Student Application Form here: [queensford.edu.au/downloads](http://queensford.edu.au/downloads)

### Student to Review, Process and Accept

Student reviews the letter of offer to ensure course fees, duration, payment plan etc. are stated correctly. Required payment of tuition fee. Return signed acceptance of offer.

### Student to Apply for Australian Student Visa

Student applies for an Australian student visa at their nearest Australian Mission overseas.



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