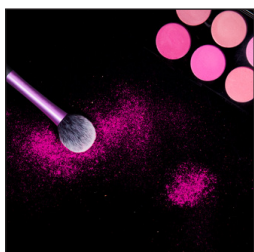
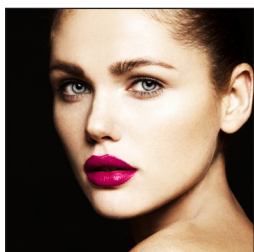


# OTHER POLICIES

## Student Admission Procedures for Approved Courses



To undertake an Approved Course a Student must be academically suited.

A potential student is academically suited when:

- The Student has met the Australian Academy of Beauty Dermal and Laser Pty Ltd's entry requirements for the Approved Course and
- The Student is assessed as displaying competence at or above Exit Level 3 in the Australian Core Skills Framework (ACSF) in both reading and numeracy using an approved assessment tool, and the Australian Academy of Beauty Dermal and Laser Pty Ltd reasonably believes that the Student displays that competence; or
- The Australian Academy of Beauty Dermal and Laser Pty Ltd obtains a copy of a certificate that a qualification at level 4 or above in the Australian Qualifications Framework has been awarded to the Student, and the course for the qualification was delivered in English.
- If a Student does not have a Senior Secondary Certificate of Education or certificate of a qualification at level 4 or above (delivered in English) then the Australian Academy of Beauty Dermal and Laser Pty Ltd will assess the Student's competence at or above Exit Level 3 in the ACSF reading and numeracy using the Learning Resources Group LLN Robot.
- If Student is required to be assessed using the LLN tool, they will be emailed the procedure prior to enrolment confirmation. This will also include the name of a support person for any clarification needed.
- The student will be required to attend the college on a certain nominated day of the week to undertake this testing under the supervision of a Qualified Trainer and Assessor.
- If for some reason this is not possible, the test will be conducted via Google Meets under the supervision of a Trainer and Assessor.
- A log is kept of the time of the Google Supervised Meeting including the time the assessment was submitted.

This test is to be conducted with honesty and integrity and students have to make a declaration they have conducted the test themselves. Results of the testing will be emailed to potential student as soon as practicable after the assessment.

# OTHER POLICIES

## Student Admission Procedures for Approved Courses

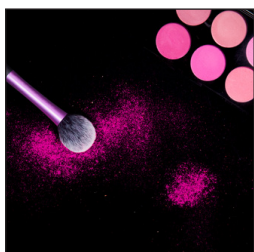


The Secretary of the Department defined above, may obtain these results upon request. These results are retained for at least 7 years in the Australian Academy of Beauty Dermal and Laser's Wisenet management system.

The test has two parts:

### Reading task

- Reading tasks are based on a broad range of texts designed or chosen for their authenticity and relevance to the lives of adult students.
- Reading questions are presented to students in a simulated online reading environment. A split screen is used to allow a dedicated area for each text, with questions located in a separate screen opposite.



### Numeracy

The numeracy assessment provides diagnostic feedback on the learner's performance in the focus areas of:

- Problem solving
- Number and algebra
- Measurement and geometry
- Statistics and probability



### **LLN Testing for Non VSL Students.**

All non-VET Fee Help students including those studying through an apprenticeship pathway will be required to complete the Australian Core Skills framework LLN testing to ensure they are academically suitable for the relevant course prior to completing enrolment. We currently use Learning Resources Group LLN Robot and a level 3 pass rate or higher is required. This will not be required if a prospective student has the HSC, a AQTF Certificate IV or higher qualification.