

## ADMISSIONS POLICY: CCSC; EDUCATION

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### 1. PURPOSE

To specify the principles that govern admission to Morling College (MC) awards in Education; Counselling; Chaplaincy and Spiritual Care; and Professional Supervision.

### 2. DEFINITIONS

Key Term or Acronym	Definition
CCSC	The faculty of Counselling, Chaplaincy and Spiritual Care, which includes Professional Supervision.
DSS	Director of Student Services
MC	Morling College

Also see: <https://www.teqsa.gov.au/glossary-terms>

### 3. SCOPE

This policy applies to students and staff in the Faculty of Education and the Faculty of Counselling, Chaplaincy and Spiritual Care (CCSC), and to the office of the Director of Student Services (DSS).

### 4. POLICY STATEMENT

Morling College will treat all applicants in a fair and equitable manner through equitable and transparent documented policies and procedures when assessing eligibility for admission into the students' selected courses.

### 5. PRINCIPLES

Student's Responsibility

- 5.1 Admission into awards in Education and CCSC are governed by predetermined admission requirements and, whilst MC can offer guidance to the student, it is the student's responsibility to select the award that will best suit their personal and academic goals.

#### Admissions Requirements

- 5.2 Admission requirements are defined per course of study and approved by the Academic Board and government accreditation bodies.
- 5.3 In keeping with MC's mission to equip Christian believers for ministry in a wide variety of contexts and vocations, and in line with the graduate attributes we aspire to for those who enrol in our courses, admission requirements and procedures for the courses that we deliver include elements relating to students' Christian faith and active involvement in a community of Christian believers.
- 5.4 For the detailed course admission requirements refer to the relevant *Admission Requirements Policy: Education* and *Admission Requirements Policy: CCSC*. Requirements are also published on the MC website and in the relevant student handbooks.

#### Special Admissions Requirements

- 5.5 Special admission criteria may be applicable in some circumstances and can be used in addition to, in conjunction with or in place of the standard admission requirements. These special criteria will be defined in the individual course requirements and may be used at the discretion of the DSS.

#### English Language Requirement

- 5.6 To be able to study at MC, fluency in English is required. Students for whom English is a second language may be required to demonstrate an understanding of the English language to be able to participate in studies at MC.
- 5.7 Specific English language proficiency requirements are defined in the admission requirements for courses.

#### International Students

- 5.8 Full-time Counselling awards (only) accept applications from international students to study in Australia.
- 5.9 Admission is governed by the requirements of the Australian government and the general MC admission criteria.

#### Readmission

- 5.10 Students applying for re-admission will be admitted to the original version of their course if course and/or version has not been discontinued in which case they will be offered admission to a comparable course and/or version.

#### Appeals

- 5.11 Appeals against unsuccessful applications for admissions will be addressed by the Dean of the relevant faculty and the DSS.

### Key Dates in Admissions

- 5.12 The DSS will nominate the key enrolment dates for each semester detailing information related to refunds, fees and academic penalties that apply:
- 5.12.1 Administration Date
  - 5.12.2 Census Date
  - 5.12.3 Withdrawal Date
- 5.13 The important dates will be communicated on the MC website, in student handbooks and on all the enrolment forms. It is the student's responsibility to ensure that they are aware of all the dates and the implications to their individual enrolment circumstances.

### Waiver

- 5.14 The DSS has the discretion to waive the closing date and make provision for late acceptance, given exceptional circumstances. Due consideration will be given for the equitable and fair treatment for all applicants in these instances.

## 6. RELATED DOCUMENTS AND LEGISLATION

### Internal

- Admission Requirements: Education
- Admission Requirements: CCSC
- Admission Procedures: MEd (Lead), MEd and Grad Dip Ed
- Admission Procedures: Counselling, Chaplaincy and Spiritual Care
- Variation to Enrolment Policy: Education; CCSC

### External

- Education Services for Overseas Students Act 2000
- Higher Education Standards Framework (Threshold Standards) 2021

## 7. REFERENCES

Nil

## 8. VERSION HISTORY

Version	Approved by	Approval Date	Effective Date	Changes made
3.00	Academic Board	8 November 2023	8 November 2023	Updated to reflect changes in roles and job titles. Added 5.3 (approved as an extension to 5.2) to make explicit the faith requirement.
2	Academic Board	7 July 2018	7 July 2018	Updated to reflect the addition of Chaplaincy and Spiritual Care. Streamlined and formatted to new template.
1	Academic Board	September 2014	September 2014	Created

*Download this policy anew with each use, as it may have changed.*