

C5 - Working with Legislation & Regulations

Subject Outline

People working in international education roles are increasingly required to work within a legislative framework. Since the introduction of the National Code 2007, providers' obligation to comply, to develop processes and to communicate with clients and stakeholders has become an important focus. Many providers are reviewing procedures and services as well as ensuring staff are well informed about legislative impacts. In this subject, particular aspects of the ESOS Act 2000 and the National Code 2007 will be introduced. You will explore a range of other relevant legislation, and use case studies to apply it to the workplace.

Objectives

Upon completion of this subject, you will have demonstrated your ability to:

- Identify and apply relevant legislation to the international education workplace
- Use your knowledge of the ESOS Act 2000 and the National Code to make decisions affecting international students
- Apply your knowledge of your organisation's monitoring and reporting systems
- Resolve issues relating to compliance, including grievance and other issues.

Subject Index

1.0 – Identifying and applying legislation

- 1.1 Identifying legislation in the workplace
- 1.2 The ESOS Act
- 1.3 National Code of Practice
- 1.4 CRICOS
- 1.5 PRISMS
- 1.6 Producing a CoE
- 1.7 Protection for International Students
- 1.8 The Migration Act 1958
- 1.9 Student Visas: Subclasses and Assessment Levels
- 1.10 General Student Visa Requirements
- 1.11 The National privacy Act 1988
- 1.12 Occupational Health and Safety
- 1.13 State based legislation

2.0 – Impacts and issues in the regulatory environment

- 2.1 Introducing Marion Scott
- 2.2 Introducing Toby Teo
- 2.3 Introducing Cathy Willis

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2.4 Group Task

3.0 Compliance, policy and professional practice

- 3.1 Implementing compliance strategies
- 3.2 International student support
- 3.3 Communicating implementation processes
- 3.4 Resolving issues effectively
- 3.5 Communicating insurance and finance requirements
- 3.6 Investigation

Tutor

Katie richardson

Cheryl has considerable experience in the international education industry and formal qualifications including a communications degree and diplomas in writing and editing and information technology. Cheryl worked in Student Support as an International Student Advisor and International Office Manager at Monash University for eight years. More recently she developed the online tutorial for the National Code 2007, on behalf of ISANA and DEST

What is expected of me as a student?

While the Diploma is delivered entirely online, you will benefit from opportunities to interact and network with your classmates. You are expected to participate in Focus Tasks and Discussions Boards – this lets your tutor know that you are managing the material. Participation also means your work can be checked and verified for authenticity. The more you interact, the more benefits you will derive from meeting others online, and sharing information and ideas.

You also need to manage your time to ensure you can complete exercises and assessment activities. You should expect to devote 3-5 hours per week to each subject, depending on your computer skills and the time it takes to read source material.

While you can work at your own pace, there is a sequence to the subject, and deadlines for group tasks and assessment. Your tutor can also support you more effectively if you are up to date with your work.

Assessment

Assessment is based on the subject's learning materials. There are three Assessment Activities required in this subject. These are due in weeks 5, 10, & 13