

Admissions Policy

1. Purpose

This document sets out the principles and policy which govern the admission of students to all programs and includes all categories of students, including domestic and international students.

2. Application

This policy applies to all applications for admission to SIBT.

An international applicant is one who does not hold citizenship of Australia or New Zealand, Australian or New Zealand permanent resident status or a permanent visa.

The language of instruction at SIBT is English. International students must demonstrate a suitable level of English proficiency before being admitted to a program.

All Australian citizens, permanent residents and holders of permanent humanitarian visas are required to apply for admission through the University Admissions Centre (UAC) for Session 1. For Session 2 and 3, they can apply directly to SIBT via the Application form for local students.

All international applicants must apply by completing the SIBT Application form for international students.

All applications must be accompanied by true and certified copies of documents detailing the most recent academic qualifications and results.

International students will also be assessed against Genuine Temporary Entrant (GTE) criteria to determine if they are a genuine student.

3. Principles

SIBT's admission policy and practices are designed to put into effect the following principles:

- admission offers are made to applicants who are judged to have the background and abilities to have a reasonable expectation of success in the program to which they are made an offer and who are likely to benefit from study in a higher education Institution.
- admission offers are made broadly on merit based on demonstrated achievement, especially academic achievement, but may also take account of other factors such as demonstrated commitment and specific achievements related to particular fields of endeavour.

4. Policy Statements

4.1 Applications

All prospective students can apply directly to SIBT by completing the SIBT Application Form. The application form can be found on the SIBT website <https://www.sibt.nsw.edu.au/application-process> or in the SIBT brochure. The completed application form needs to be submitted at SIBT office or can be emailed to admissions@sibt.nsw.edu.au. All applications must be accompanied by true and certified copies of documents detailing the most recent academic qualifications and results. For all international applicants, agents are required to submit a completed Agent Checklist.

International students will be assessed against Genuine Temporary Entrant (GTE) criteria to determine if they are a genuine applicant.

4.2 Admissions Criteria

Applicants will be assessed against the minimum Academic and English language entry requirements as outlined in the entry requirements guideline. Applications that do not meet standard entry requirements will be assessed on a case by case basis by the Academic Director.

4.2.1 Academic

In order to gain entry into the SIBT Diploma programs, applicants must demonstrate successful completion of Australian Year 12 or its international equivalent.

In order to gain entry into the SIBT Certificate IV Tertiary Preparation Program (TPP) and the Foundation Program, applicants must demonstrate successful completion of Australian Year 11 or its international equivalent.

For international students, a guide of appropriate country specific equivalence is listed on the SIBT website, in the SIBT Brochure and in Appendix A of this policy.

4.2.2 Age

SIBT does not apply a minimum age restriction to students seeking admission to programs. Students who are admitted to SIBT programs and will be under the age of 18 at the time of commencement of studies will be required to demonstrate acceptable living and welfare arrangements, as required under the *Education Services for Overseas Students Act 2000* before commencing their program of study. Please refer to the care arrangements for Overseas Students Under 18 Policy for further detail.

4.2.3 English Language

All students must demonstrate a suitable level of English language proficiency before being admitted to the program, through provision of evidence of achieving a satisfactory IELTS score (or recognised equivalent) or prior study in the medium of English. All forms of evidence of English proficiency can be accessed through the SIBT website or the SIBT Brochure. A valid Academic International English Language Testing System (IELTS) certificate (or recognised equivalent) that is no more than two years old (at the time of application) must be provided (For more information about English Language testing please visit www.ielts.org).

It is acknowledged that the Department of Immigration and Border Protection (DIBP) may, from time to time in accordance with visa assessment level guidelines, place additional English language proficiency requirements on students from particular nations or require students to undertake additional English language instruction onshore before commencing the SIBT program. Applicants can refer to the DIBP website for further information: <https://www.border.gov.au/> .

Please see **Appendix B** for SIBT English Requirements, **Appendix C** for Prior Study in English and **Appendix D** for Approved English Pathway Providers.

4.2.4 Alternative Entry

Applicants who don't meet the academic requirements may be admitted to a course on the basis of demonstrable expertise and relevant work experience. SIBT provides an opportunity for alternative entry to students over 18 years to participate in higher education. Applicants are required to provide information on work experience, including details of employer, length of employment, position held, and duties undertaken in the role. Work references and/or a statement from the employer substantiating the work claim may also be required. If domestic students are unable to demonstrate work experience, SIBT will accept the STAT (Special Tertiary Admissions Test) which is administered by UAC.

4.2.5 Special Needs/Educational Disadvantaged Applicants

SIBT may give special consideration for admission to programs to applicants who have suffered educational disadvantage. Applications will be assessed on prior academic achievements, any relevant work experience and personal interview. For international applicants English Language proficiency requirements still apply.

4.2.6 Foundation to Diploma

Foundation students who successfully complete their Foundation program with a GPA of 5 or above can proceed directly to the Diploma program.

Standard Foundation Program students who at the completion of the four prescribed units of the program with a GPA of 7 or above may progress to the Diploma program for their second semester. Extended Foundation Program students, who, at the completion of the Standard Foundation Program's four prescribed units, with a GPA of 7 or above (for those 4 units only) may progress to the Diploma program for their third semester.

5. Genuine Student (International)

A 'genuine' student is an overseas student who intends to obtain a successful education outcome at SIBT and has the language, educational and financial background to have a reasonable chance of achieving this educational outcome.

In determining whether the applicant is a genuine student, SIBT will consider a range of circumstances of the applicant, in addition to the academic and English capability. These may include:

- Applicant's statement of purpose;
- Relevance of the course to the applicant's previous education;
- Study gaps between applicants academic history;
- Relevance of the program to the applicant's past or proposed future employment;
- Financial capability;
- Family situation of the applicant;
- Previous visa rejections / visa breaches

6. Admission Requisites

Requisites are the minimum requirements an applicant must satisfy to be considered for admission to a particular program. Requisites may include Year 12 subjects completed to a specified level of achievement, or other requirements such as particular qualifications, experiences, or performance in specified tests, or fulfilling requirements such as medical certification or criminal history checks.

There are three levels of admission requisites which require completion of Year 12 subjects:

6.1 Pre-requisite:

For the applicant to be eligible for an admission offer, they must have completed the specified pre-requisite subject to the specified level of achievement or satisfy the pre-requisite by an alternate means as set out in the relevant admission schedule.

6.2 Recommended Study:

Where a Year 12 subject is specified as recommended study, it is strongly recommended that applicants have knowledge of the subject but it is not compulsory. An applicant who has not undertaken the recommended study subject is not prevented from receiving an admission offer.

6.3 Assumed Knowledge

Where a Year 12 subject and level of achievement are specified as assumed knowledge, this level of knowledge is assumed in the first year curriculum and is considered necessary for successful first year study. An applicant lacking the assumed level of knowledge is not prevented from being made an offer; however, the applicant may be disadvantaged unless they undertake recommended bridging, preparatory or introductory units prior to or during their first year of study.

The requisites for admission are specified in the program submission for the introduction of a new program, and approved by the relevant Program Advisory Committee and the Academic Board.

7. Application Declaration

All applicants are required to complete a declaration at the time of submitting their application for admission, which includes a statement that all information provided for the purpose of admission to the SIBT, is true and correct. An applicant who provides inaccurate, incomplete, fraudulent or misleading information shall have their offer of admission withdrawn; and their enrolment terminated. An applicant who provides inaccurate, incomplete, or misleading information shall not be eligible to apply for admission to SIBT for a period of 2 years. An applicant who provides fraudulent information shall not be eligible to apply for admission to SIBT. Applicants also agree, that SIBT can contact the institution who issued to qualifications to verify them.

8. Provisional Entry

If a student has not met the pre-requisite for entry to a SIBT program, the student may be permitted provisional enrolment within a Diploma or Associate Degree program. In these circumstances, the student may be permitted to undertake the necessary pre-requisite unit/s whilst at the same time undertaking up to two additional units from the program for which they have been granted provisional entry. The two additional courses from the Diploma or Associate Degree program will be courses that do not require completion of pre-requisite study. Students' continuation in their program of study is contingent on successful completion of the pre-requisite course.

9. Verification of Qualifications

All applications are required to be accompanied by true and certified copies of documents verifying academic qualifications and results.

If official qualification documents are not in English, the applicant must submit the original language transcript of studies showing subjects and results and an English translation of these documents.

All international qualifications are checked against the:

- (a) National Recognition Information Centre for the United Kingdom (UK NARIC), which is the UK National Agency providing official source of comparison information and advice on international education and training systems and overseas skills qualifications;
- (b) National Office of Overseas Skills Recognition (NOOSR) guidelines published by the Department of Education, Employment and Workplace Relations for equivalence to Australian qualifications;
- (c) IELTS Test Report Form (TRF) Verification Service.

For the purposes of an application, a certified copy is one that is signed as sighted by the agent or a Justice of the Peace. The agent must mark each page with their company stamp, date, name and signature. A Justice of the Peace certification is not necessary if documents are certified by the agent. Faxed/scanned agent certified copies are acceptable. Direct applicants who have documents certified by a Justice of the Peace are not required to post the actual certified copies to SIBT.

If the Institution is not listed on NOOSR or NARIC, SIBT may check to see if the Institution is accredited by a regulatory body in the home country.

SIBT may request the applicant to have:

- the translation certified by the closest Australian embassy;
- a document signed by a bilingual notary; or
- provide transcripts (or other relevant documents) in sealed envelopes to be posted to our offices directly from the Institution concerned.

Should the applicant be unable to meet with any of the above requests, SIBT reserves the right to not offer the student a place to study in our programs.

10. Recognition of Prior Learning

Advanced Standing and Recognition of Prior Learning refer to the granting of credit towards a program of study at SIBT. The SIBT Recognition of Prior Learning policy establishes the grounds on which credit would be considered and the process for doing so. Refer to SIBT Recognition of Prior Learning Policy (RPL).

11. Review of Entry Criteria

An annual review and update of the Admissions Entry Criteria will be undertaken by the SIBT Admissions Committee.

12. Offers of admission

Offers of admission articulate the program, campus, duration, fees, refund policies and enrolment terms and conditions.

13. Withdrawal of Admissions Offer

SIBT reserves the right to withdraw an offer and cancel the enrolment of any person where an offer was made on the basis of incomplete/inaccurate/false information supplied by the applicant or a certifying authority, or where an applicant was excluded from any tertiary institution or tertiary program at any time.

13.1 Transfer to another Program before commencing study

Applicants who have received an admission offer and who have not yet commenced study in the program to which they have been admitted, and who wish to change to another program, may make application to the Admissions Office. If the applicant meets all the requirements for admission to the new program, the request to transfer may be approved.

13.2 Deferment

If an applicant wishes to defer their offer to a future semester they or their agent must advise SIBT in writing, outlining the reasons for their request.

Where an applicant is requesting a deferral on the grounds of the inability to gain a visa, the applicant must supply a letter from the Australian High Commission advising that the applicant has not been able to obtain a visa.

Where an applicant is requesting a deferral on the grounds of failing to meet entry requirements, documentary evidence must accompany the request. This may include evidence of failure to meet the required English levels through IELTS (or similar) test results, or high school results (or similar) in cases where the academic requirements have not been met.

Where a Deferral of Offer request is based on compassionate or compelling circumstances, documentary evidence must support the request.

13.2.1 Outcome of Application for Deferral of Offer

The Admissions Manager or nominee will consider all applications for deferral of offer, and advise the applicant in writing of the outcome of their request.

Where a deferral of offer is approved, SIBT will hold any fees paid until commencement of the new semester of offer and will not levy a cancellation charge for the deferral. SIBT will issue a new Offer Letter and cancel any Confirmations of Enrolment that have been issued to the student and/or agent. New Confirmations of Enrolment will be issued upon receipt of signed acceptance documents for the new offer commencing in the subsequent semester, or earliest following semester in which the program is offered.

If the applicant subsequently rejects their new offer, cancellation charges will be applied as at the date of the initial deferral relevant to the initial semester of offer, unless exceptional circumstances are demonstrated by the applicant. Where a deferral of offer is not approved, the applicant will be deemed to have requested a withdrawal and cancellation charges will be applied based on the date of the original deferral request. Where an applicant who has had Deferral of Offer application refused, wishes to reapply for admission to SIBT, the applicant will need to re-apply in the normal manner. In such instances there will be no refund of any cancellation charges already applied.

13.2.2 Limitations on Deferral

SIBT will normally only allow applicants to defer the commencement of studies twice. If a third request for deferral of offer is made, SIBT may refuse the request, with cancellation charges applied as at the date of the initial deferral unless there are exceptional circumstances demonstrated by the student.

14. Admission after exclusion from another education provider

Applicants seeking admission to an SIBT program, who have been excluded from another education institution for academic or non-academic reasons, must submit an Application Form, available on the SIBT website, together with a letter, directed to the Academic Director, outlining a case for admission. In assessing an application of this nature, the Academic Director may consider the following factors:

- evidence of study completed prior to the program of study which resulted in exclusion;
- evidence of English language competency;
- time elapsed since exclusion;
- changed circumstances since exclusion;
- academic and/ or vocational performance since exclusion;
- maturity; and
- motivation.
-

If necessary, the Academic Director may require the student to attend a pre-admission interview before making a final decision on the application.

If a student is accepted for admission, they will be subject to last-chance probation conditions, that is, satisfactory academic performance will be required in the student's first semester of study at SIBT (see [SIBT Program Progression Policy](#)), or they will be facing exclusion.

Where an application for admission following exclusion from another institution is not approved by the Academic Director, the decision is final.

15. Readmission after exclusion from SIBT

Applications for readmission from students who have been excluded from SIBT are subject to an exclusion period. Applications for readmission from students who have been excluded from SIBT, and are seeking readmission, will be considered by the Academic Director. In such cases where a student has been excluded by SIBT, the student may reapply after a period of twelve months provided they submit a letter detailing their reasons for seeking re enrolment along with supporting documents. Applications must be submitted at least four weeks prior to the commencement of semester in which re-admission is sought.

Factors taken into consideration will include period of time which has elapsed since the exclusion, academic and/or vocational performance since the exclusion, maturity and motivation. Under certain circumstances, the Academic Director or delegate may require the student to attend a pre-admission interview before making a final decision on the application.

Students who are readmitted will be placed on a Conditional enrolment (CON3) which returns the student to the highest 'at risk' level in the College. Students will be required to pass at least 50% of enrolled units and/or have not attended a minimum of 80% of their classes will be deemed to have failed to achieve satisfactory course progress and may be excluded from study at SIBT and will not be eligible to be readmitted.

Previous GPA stands for all students.

16. Appeals

Applicants who have been unsuccessful in seeking admission to SIBT, and who are dissatisfied with the outcome of their admission application, may seek to appeal this decision through the SIBT Student Complaint and Appeal Policy.

17. Definitions

- N/A

18. Related Documents

- Application Form
- Letter of Offer
- Acceptance Form
- Agent Checklist
- Assessment Checklist
- Non-commencement Form
- RPL/Exemption Form
- National Code Standard 2.2
- Student Complaint and Appeal Policy
- Overseas Students Under 18 Policy
- Recognition of Prior Learning Policy (RPL)

Amendment History

Department:	Admissions	
Approval Authority:	SMT	
Approval Date:	13 March 2015	
Date for Next Review:	March 2018	
Revision Date		
Version		
Summary of changes		
24/09/10	1	New policy developed and implemented
29/11/10	2	Email address updated to show correct email address
06/10/11	3	Updated formatting in line with UPD and removed all references to AQTF
18/06/12	4	Added statement - <i>SIBT may commence applicable disciplinary procedures if a person to whom this policy applies breaches this policy (or any of its related procedures).</i>
09/11/12	5	Updated reference to Student Non-Academic Grievance Policy and Overseas Students Under 18 Policy
20/11/13	6	Complete review of policy
13/12/13	7	Updated references to SVP and GTE
13/03/15	8	Reviewed complete document. Added info on UAC. Changed title from College Director and Principal to Academic Director. Changed Mature Age to Alternative Entry.
07/10/15	9	Updated for the Foundation Program and English requirements
05/02/16	10	Updated as requested by Interim Academic Board and for 2016
05/02/16	11	Approved by SMT and endorsed by Interim Academic Board (11/3/16)

Appendix A SIBT Academic Entry Requirements		
Country	Foundation Standard and Extended Program	Diploma
Australia	Successful completion of Year 11 with 4 passes.	Successful completion of Year 12 with HSC.
Afghanistan	Completion of Afghanistan Baccalauria.	Afghanistan Baccalauria grade average 60% in final year results.
Argentina	Completion of Argentinean Higher Secondary Schooling (Bachiller or Bachillerato) with an average of 55%	Successful completion of Bachiller/Bachillero/Bachillerato with an average grade of 70% or higher in the final year
Bahrain	Successful completion of the General Secondary Education Certificate (Tawjahiya or Shehadet althanawiya).	Successful completion of the General Secondary Education Certificate (Tawjahiya or Shehadet al-thanawiya) with an overall achievement of 70%
Bangladesh	Intermediate Certificate (Year 11) with a GPA of 3.0 or above	Higher School Certificate (Year 12) with a GPA of 3.0 of above.
Bhutan	Year 11 from CBSE or CICSE Boards with a mark of 60% or better. Bhutan Higher Secondary Education Certificate (BHSEC) with a grade average of 65% in the best four subjects (excluding languages)	All India Senior School Certificate or the Indian School Certificate with an overall grade point average of 50%. Bhutan Higher Secondary Education Certificate (BHSEC) with a grade average of 70% in the best four subjects (excluding languages)
Botswana	Completion of COSC with 3 passes or more (8 or higher). GCSE O Levels or equivalent with pass in 3 academic subjects.	Additional year of study after high school. GCE 'A' Levels minimum of 2 passes
Brazil	Certificado de Ensino Medio with an average of 6.0 in 4 subjects	Certificado de Ensino Medio with an average of 7.0 in 4 subjects
Brunei	Successful completion of Form5/GCE O level with passes in 3 academic subjects (E or better)	GCE A Level 2 passes (E or better)
Cambodia	Successful completion of the Diploma of Upper Secondary Education with 50% or higher	Successful completion of post-secondary qualification AQF Certificate IV or higher
Cameroon	GCSE O Levels or equivalent with pass in 3 academic subjects.	GCE 'A' Levels with a minimum of 2 passes
Canada	Successful completion of Grade 11	Grade 12 with a minimum average C grade. Or OAC (Ontario Academic Courses - equivalent to A Level - 5 passes)
Chile	Licencia de Educacion, average grade below 5.5	Licencia de Educacion, average grade 5.5 or above.
China	Successful completion of Senior Middle 2	Senior Middle 3 with a 65% average in 4 subjects or successfully pass Gaokao.

Appendix A SIBT Academic Entry Requirements		
Country	Foundation Standard and Extended Program	Diploma
Colombia	Bachillerato or Bachillerato Tecnico with an average 66% or below	Bachillerato or Bachillerato Tecnico with an average 67% or above.
Denmark	Successful completion of the 12th year of schooling, equivalent to Australian Year 11 standards, with above average grades.	Successful completion of either Studentereksamen, Hojere Forberedelseseksamen (HF) or Hojere Handelseksamen (HHX) with an average of 02 (adequate)
Ecuador	Successful completion of Bachillerato with an average score 11 for academic subjects	Successful completion of Bachillerato with an average score 15 for academic subjects
Egypt	Certificate of General Secondary Education < 50% / Certificate of Technical Secondary Education.	Completion of Certificate of General Secondary Education >= 50% average in 4 academic subjects/Completion of Advanced Certificate of Secondary Education.
El Salvador	Completion of Salvadorean Bachillerato	Salvadorean Bachillerato Grade average of 5.6 in the final years result
Fiji	Form 6 average of 50% in best 3 subjects	Form 7 average of 50% in best 3 subjects
France	Baccalaureate with an average below 10	Baccalaureate with an average of 10 or above.
Germany	Successful completion of the 12th year of schooling (Abitur) or equivalent	Abitur (Zeugnis Der Allgemeinen Hochschulreife) : Maximum score is 900; require 300 to pass with at least 100 in each of 3 categories (basic courses, achievement courses, examinations)
Ghana	GCE O-levels or equivalent, with passes in 3 subjects	2 passes in GCE A-levels
Greece	Successful completion of the 12th year of schooling, equivalent to Australian Year 11 standards, with above average grades	Completion of the Apolytirio(n) Lykeiou with a pass mark of '13' in four subjects
Hong Kong, SAR	Successful completion of Senior Secondary 2 (Form 5)	HKDSE total score of 8 in the best 4 subjects from core units in Category A and Category C, ie 2 level 2s
India	Higher Secondary Certificate (Year 11) with an average of 60% or above in 4 subjects	Higher Secondary Certificate (Year 12) with an average 50% or above in 4 subjects
Indonesia	SMA 2 (formerly SMU 2) with an average grade of 6.5 or above in best 4 academic subjects	SMA 3 (formerly SMU 3) with an average grade of 6.5 or above in best 4 academic subjects
Iran	3-year high school diploma	4-year high school diploma (Diplom-e-Motevassette) overall GPA 14
Israel	Successful completion of Year 11.	Successful completion of Bagrut: (Matriculation Certificate) 9

Appendix A SIBT Academic Entry Requirements		
Country	Foundation Standard and Extended Program	Diploma
Japan	Successful completion of Kotogakko Year 2	Kōtō Gakkō Sotsugyō Shōmei-sho (Upper Secondary School Leaving Certificate) with a GPA of 2.5 or above.
Jordan	Tawjihi with a 50% average or above in academic subjects	Tawjihi or General Vocational Secondary Education Certificate with 70% or above in academic subjects
Kazakhstan	Certificate of Secondary Education	Certificate of Secondary Education with an average ≥ 3.0 /Diploma of Vocation Technical Education
Kenya	KCSE with a D grade average or GCE O-levels with passes in 3 subjects	KCSE aggregate score between above 57 or GCE A-levels with 2 passes
South Korea	Successful completion of High school Certificate Year 2 (Year 11) Average above 60%; or CSAT 260	Senior High School Certificate Year 3 (year 12) with a C-grade average (Mi or 6); or CSAT 275
Kuwait	Completion of General Secondary Education Certificate, or completion American High School Diploma	Completion of General Secondary Education Certificate or completion American High School Diploma with average above 70%
Latvia	Certificate of General Secondary Education with average D (academic subjects only)	Certificate of General Secondary Education with average C (6) (academic subjects only)
Laos	Upper Secondary School (Baccalauréat) mark below 6	Upper Secondary School (Baccalauréat) mark ≥ 6 in 4 Academic subjects
Lebanon	Brevet d'Etudes with 4 passes/Completion of Technical secondary school or Professional Secondary school	Baccalaureate General with an average of 10 or above in 4 academic subjects
Libya	Successful completion of the Libyan General Secondary School Leaving Certificate.	Successful completion of the Libyan General Secondary School Leaving Certificate with an overall achievement of 70%
Macau, SAR	Successful Completion of Senior Middle 2	Senior Middle 3 with an average of 65% or above in 4 subjects
Malawi	Successful completion of O-levels: passes in 3	2 passes in GCE A-levels
Malaysia	Successful completion of Form 5 (SPM) or equivalent, or successful completion of Senior Middle 2	STPM with minimum 2 passes; UEC with C grade in 4 academic subjects
Mauritius	GCE AS Level/GCSE O Level - 3passes	GCE A Level – 2 passes
Mexico	Bachillerato with an average below 6.0 for academic subjects	Bachillerato with an average of 7.0 or above in academic subjects

Appendix A SIBT Academic Entry Requirements		
Country	Foundation Standard and Extended Program	Diploma
Moldova	Completion of Grade 11/Bacalaureat examination with an average < 6.0	Bacalaureat examination with an average \geq 6.0
Mongolia	Successful completion of the 2nd last year of the Senior Secondary Education with average 70%	Successful completion of Gerchilgee (Certificate of Senior Secondary Education) with average 70% in the final year.
Myanmar	Completion of Basic Education Standard X Examination / Matriculation Examination	1 year additional study/YIUS: Completion of YIUS Certificate IV
Nepal	Higher Secondary School Leaving Certificate (Year 11) Second Division with an average of 60% or above.	HSC Secondary School Certificate with an average of 50% in 4 subjects (not including native language) / HSC 1st Division
New Zealand	NCEA Level 2 with 140 points (including 14 credit points in Maths Level 1 or higher)	NCEA Level 3 with 182 points (including 42 points from level 3 all university approved subjects and 14 credit points in Maths Level 1 or higher)
Nigeria	Senior Secondary School examinations (WAEC or NECO) with 5 grades at D7 level.	Senior Secondary School Certificate (WAEC or NECO) with 5 grades at C6 level.
Norway	Upper Secondary with an average of <3.0	Upper Secondary with an average \geq 3.5 in 4 academic subjects
Oman	Completion of General Secondary Education Certificate or American High School Diploma	General Secondary Education Certificate or American High school Diploma grade average of 70% in the final year results
Pakistan	Secondary School Certificate with an average of 50%	Intermediate/Higher Secondary School Certificate with an average of 50% for 4 subjects
Papua New Guinea	Completion of year 11 with at least 4 passes in academic subjects. (Average C grade in academic subjects for Accelerated course)	National High School Certificate with average B grade for academic subjects
Paraguay	Completion of the Paraguayan Bachillerato	Paraguayan Bachillerato Grade average of 4.0 in final year results
Peru	Certificado de Educacion Secundaria with an average grade below 14	Certificado de Educacion Secundaria – average grade of 14 or above.
Philippines	Successful completion of High School Diploma with 75% in all subjects.	Successful completion of High School Diploma with an additional one year of study in a Certificate or Diploma course.
Poland	Successful completion of Egzamin Maturalny or Liceum	Successful completion of Egzamin Maturalny or Liceum with an average of 45% based on all compulsory subjects

Appendix A SIBT Academic Entry Requirements		
Country	Foundation Standard and Extended Program	Diploma
Qatar	Al-Thawayya - Al Amah General Secondary Education Certificate : below 65%	Al-Thawayya – Al Amah General Secondary Education Certificate: 65% or above
Russian Federation	Certificate of Secondary Education Grade 11 with a GPA of 3.0	Certificate of Secondary Education with GPA of 3.0 in academic subjects
Saudi Arabia	General Secondary Education Certificate with an average of 50% or above.	General Secondary Education Certificate with an average of 70% or above
Singapore	Successful completion of Form 5/Sec 4 Express (GCE O-levels) or equivalent with passes in 3 subjects	2 passes in GCE A-levels
Solomon Islands	Completion of Pacific Senior Secondary Certificate (Form 6)	Pacific Senior Secondary Certificate (Form 6) Grade average of 5.0
South Africa	NSC (National Senior Certificate) less than 4	NSC (National Senior Certificate) 4 or above.
Spain	Successful completion of Título de Bachiller	Título de Bachiller with average grade of 7.0 in final year results.
Sri Lanka	GCE or Sri Lankan A-levels/Successful completion of Sri Lankan GCE O level (passes in 3 academic subjects, ie E or better)	GCE or Sri Lankan A-levels with 2 passes
Sudan	Sudan School Certificate grade average 50% in final year results	Sudan School Certificate grade average 70% in final year results.
Sweden	2 years of Upper Secondary schooling with passes	Avgangsbetyg with G or 3 in 3 subjects
Switzerland	Completion of Swiss Cantonal Maturity Certificate, or Cantonal Commercial Maturity Certificate	Swiss Cantonal Maturity Certificate, or Cantonal Commercial Maturity Certificate grade average of 3.5 in final year results, or Swiss Federal Maturity Certificate grade average of 3.6 on a 6-point scale), 5.2 (10-point scale) or 2.6 (5-point scale) in final year results
Syria	General Secondary Certificate	Additional year of study after High School
Taiwan	Completion of Senior Middle 2 with an average of 60% in 4 subjects	Senior Middle 3 with an average of 60% in 4 subjects
Tanzania	GCE O-levels or equivalent, with passes in 3 subjects/COHSC (Cambridge Overseas Higher School Certificate) with < 2 passes OR National Form VI Examination / Advanced Certificate of Secondary Education (ACSE) with < 2 passes	2 passes in GCE A-levels/COHSC (Cambridge Overseas Higher School Certificate) with 2 passes OR National Form VI Examination / Advanced Certificate of Secondary Education (ACSE) with 2 passes

Appendix A SIBT Academic Entry Requirements		
Country	Foundation Standard and Extended Program	Diploma
Thailand	Successful completion of Matayom 5 with a GPA of 2.2	Matayom 6 with a GPA of 2.0 or above
Turkey	Devlet Lise Diplomasi or Devlet Meslek Diplomasi	Devlet Lise Diplomasi (4 years) Grade 3
Uganda	GCE O-levels or equivalent, with passes in 3 subjects	2 passes in GCE A-levels
Ukraine	Certificate of Complete General Secondary Education with a GPA of 3.0	Certificate of Complete General Secondary Education with a GPA of 3.75
United Arab Emirates	Tawjihi less than 70%	Tawjihyya 70% or above average
United Kingdom	GCSE O-levels with 3 passes	GCE A-levels with 2 passes
United States of America	Successful completion of Year 11	USA Grade 12 with a GPA of 2.75 to 2.99; or SAT (2005) with a score of 1400 to 1499
Venezuela	Completion of Technical/Vocational high school	Bachillerato with an average of 12 or above
Vietnam	Successful completion of Year 11	Year 12 with a grade average of 6.0 or above
Zambia	GCE O-levels or equivalent, with passes in 3 subjects	2 passes in GCE A-levels
Zimbabwe	GCE O-levels or equivalent, with passes in 3 subjects	2 passes in GCE A-levels or ZIMESC A level
General Certificate of Education (GCE)	GCE O level with passes in 3 academic subjects (E or better)	GCE A-levels with 2 passes (E or better)
Global Assessment Certificate	Contact SIBT Admissions for entry requirements	Average grade of 60% or above
International Baccalaureate	Aggregate < 21	Aggregate mark 21 and above

Appendix B SIBT English Entry Requirements

	Foundation Extended Program	Foundation Standard Program	Diploma PEP	Diploma
IELTS (Academic)	5.0	5.5	5.5 (minimum of 5.0 in writing; no band score lower than 4.5)	6.0 (min 5.5 in all bands)
TOEFL PBT	500 / 173	527 / 197	527 / 197	550/213 and above
TOEFL iBT	60	66	73	73
Australian Year 12 (NSW HSC)	ESL Band 2 plus English test	ESL Band 3	ESL Band 3 (Current: Band 2)	ESL Band 3 (Current: ELS Band 2)
SPM	Grade D7	Grade C6	Grade C6	Grade B4
GCSE Level English	<i>Grade D7</i>	<i>Grade C6</i>	<i>Grade C6</i>	<i>Grade B4</i>
GCE	*	<i>Grade E</i>	<i>Grade E in A Levels and C in O Levels</i>	<i>Grade D in A Levels or B in O Levels</i>
Pearsons Test of English	41 (no score less than 35)	46 (no score less than 43)	49 (no score less than 49)	57 (no score less than 49)
Cambridge English Scale		162	162 (minimum of 154 in writing; no skill less than 147)	169 (no skill less than 162)
Notes	<p>Where applicable, students will be required to take a Pearson Versant test to determine eligibility.</p> <p>Students studying full-time English at Navitas English or through another approved English Language School will be assessed for English progression internally and do not need to provide updated English results before progressing to SIBT.</p> <p>Students on a Provisional Entry Program must take a Communication and Study Skills unit in addition to the required eight academic units.</p> <p>** English competency will be deemed satisfactory if the medium language of instruction was wholly English for at least the final 2 years of study**</p>			

Appendix C Prior Study in English

Applicants who have successfully completed at least **two** years of full-time study in a formal **qualification**¹ at a secondary educational institution where the sole language of instruction and assessment was English, may satisfy the SIBT English language requirements if they can provide a statement or certificate issued by the institution confirming this.

Alternatively, applicants who have successfully completed at least **one** year of full-time study in an **formal qualification**² at a university or other post-secondary educational institution where the sole language of instruction and assessment was English, may satisfy the SIBT English language requirements if they can provide a statement or certificate issued by the institution confirming this.

- The statement or certificate must be on official headed paper, and must be the original document or certified copy.
- The study must have been completed no more than **two years** prior to the commencement of the program at SIBT.

Applicants may satisfy the SIBT English language requirements if they have a formal **qualification**³ that was undertaken in English from one of the following countries:

<ul style="list-style-type: none"> • American Samoa • Australia • Botswana • Canada • Fiji • Ghana • Guyana • Ireland 	<ul style="list-style-type: none"> • Jamaica • Kenya • Lesotho • Liberia • New Zealand • Nigeria • Papua New Guinea • Singapore 	<ul style="list-style-type: none"> • Solomon Islands • South Africa • Tonga • Trinidad and Tobago • United Kingdom (including Northern Ireland) • United States of America • Zambia • Zimbabwe
---	---	--

Prior study in English cases are considered on a case by case basis and do not automatically meet SIBT's English Language proficiency requirements.

¹ Senior secondary studies comparable with the NSW HSC

² One full year of tertiary studies at undergraduate level or higher

³ Senior secondary studies comparable with the NSW HSC OR One full year of Australian or comparable tertiary studies at undergraduate level or higher OR comparable AQF Diploma and Advanced Diploma level course OR Australian or comparable non-award studies and tertiary preparation courses.

Appendix D – Approved English Pathway Providers

Ability Education

EAP grade 3	IE 6.0
EAP grade 2	IE 5.5
EAP grade 1	IE 5.0

Oxford College

SIBT Course	IELTS Minimum Entry Requirements to SIBT courses	Oxford College -Specialty English Centre Articulation Minimum Entry Requirements to SIBT courses
Diploma Courses	IELTS 6.0 equivalent (no band below 5.5)	Successful completion of EAP at Upper-Intermediate /Lower- Advanced level with 75% - 80% achievement.
Diploma Courses – Provisional Entry Program	IELTS 5.5 equivalent (no band below 5.0)	Successful completion of EAP at Intermediate level with 61% - 74% achievement.
Foundation Standard Program	IELTS 5.5 equivalent (no band below 5.0)	Successful completion of EAP at Intermediate level with 61% - 74% achievement.
Foundation Extended Program	IELTS 5.0 equivalent	Successful completion of EAP at Pre-Intermediate level.

CULT (Combined Universities Language Test) - Offered at UNSW - CULT > 55%

Certificate in English for TAFE (Stage 4) from any school	IELTS 5.5
Certificate in English for TAFE (Stage 3) from any school	IELTS 5.0
Certificate III in English for Further Study	NAVITAS English test

Navitas English

AE1	IELTS = 5.0
AE2 < 60%	IELTS = 5.5
AE2 >= 60%	IELTS = 6.0
AE3	IELTS = 6.0

Access Language Centre

Academic English Levels 1 to 4

AE Level 1	IELTS = 5.0
------------	-------------

AE Level 2	IELTS = 5.5
AE Level 3 & 4	IELTS = 6.0

Australian College of English

EAP 1 → IELTS	5.5
EAP 2 or 3 → IELTS	6.0

***Will usually have exit level of advanced or Pre-Advanced*

Australian Institute of Commerce & Languages (AICL)

EAP	IELTS 5.0
EAP1	IELTS 5.5
EAP2	IELTS 6.0
IPP1 & IPP2	IELTS 5.5
IPP3	IELTS 6.0

Australian Pacific College

EAP grade B-	IELTS 5.5
EAP grade B	IELTS 6.0

Students are given Certificate of Attainment showing number of hours studied (Each level 300 hours to complete). Students must also provide final report given to student with the certificate. This report must be assessed by Academic Co-ordinator to determine whether A or O level attained.

Aspect - Kaplan

EAP1	IELTS 5.5
EAP2 >= 65%	IELTS = 6.0
EAP2 between 50% and 64%	IELTS 5.5
EAP3	IELTS = 6.0

CELUSA (SAIBT English School)

Students who complete CELUSA English course must sit NAVITAS English test

AE4	IELTS 6.0
AE3	IELTS 5.5

English Language Company

EAP1	IELTS 5.5
------	-----------

EAP2 or 3	IELTS 6.0
-----------	-----------

EF International Language School

Completion of University Preparation Course (12 weeks) or EAP	IELTS 6.0
---	-----------

ELSIS (The English Language School in Sydney)

EAP1 grade B	IELTS 5.5
EAP1 grade A	IELTS 6.0
EAP2 grade B	IELTS 6.0

Embassy CES

EAP 3 grade D or above	IELTS 6.0
EAP 2 grade D or above	IELTS 5.5
EAP 1 grade D or above	IELTS 5.0

Greenwich College

Certificate IV in Academic English or English for Academic Purposes with a pass grade or higher	IELTS 6.0
Successful completion of IELTS Preparation Course with a final grade of 5.5 (no band below 5.0) or higher	Foundation Standard Program Diploma: PEP
Successful completion of IELTS Preparation Course with a final grade of 5.0 or higher	Foundation Extended Program

Hawthorn, Melbourne

EAP1 → IELTS	5.0
EAP2 → IELTS	5.5
EAP3 → IELTS	6.0

Note: Students must have a certificate showing satisfactory completion of a 10-week course (not 5 weeks)

Holmes College

English language proficiency EAP is a 24 week course	IELTS 5.5 – 6.0
--	-----------------

International House

EAP1	IELTS 5.5
EAP2	IELTS 6.0

UTS Insearch English Language

Prior to 2013 : Completion Academic English (AEP)	
AEP8	IELTS 5.5
AEP9	IELTS 6.0
2013 Onwards : Completion of Academic English (AE)	
AE3	IELTS 5.5
AE4	IELTS 6.0

Institute of Languages UNSW

Courses offered: EAP1, EAP2, EAP3, University Foundation Year Preparatory English. Exit English grades will apply to all courses, eg, EAP1 D grade has the same English level as EAP3 D grade. Therefore a student with EAP3 D grade may be equivalent to a B grade at EAP1.

Exit grade of D-	IELTS 4.5
Exit grade of D	IELTS 5.0
Exit grade of D+	IELTS 5.5
Exit grade of C-	IELTS 6.0

ILSC

EAP1 (EAP Intermediate 1 – Intermediate 2)	IELTS 5.0
EAP 2 (EAP Intermediate 3 – Intermediate 4)	IELTS 5.5 (no band below 5.0)
EAP 2 (EAP Intermediate 3 – Intermediate 4)	IELTS 5.5 (no band below 5.0)
EAP 3 (EAP Advanced 1 – Advanced 2)	IELTS 6.0 (no band below 5.5)

Meridian International College

EAP1	IELTS 5.5
EAP2	IELTS 6.0

Milton College of English

Pass in EAP grade pass (formerly University Preparation Course)	IELTS 6.0
IELTS, Grade:>Equiv 5.5	IELTS 5.5

Specialty Language Centre

EAP upper intermediate	IELTS 5.5
EAP lower Advanced	IELTS 6.0
EAP upper advanced	IELTS 6.5

St Mark's International College

EAP1 (formerly IASP1)	IELTS 5.0
EAP2 (formerly IASP2)	IELTS 5.5
EAP3 (formerly IASP3)	IELTS 6.0

Note that exit scores in IASP1 and IASP2 vary, confirmation would be required from St Mark's as to the student's exact English proficiency

Sydney College of English

EAP2 with an overall grade of 60% or higher	IELTS 5.5
EAP3 with an overall grade of 60% or higher	IELTS 6.0

Sydney English Language Centre (SELC)

EAP (Intermediate) overall grade 55 – 60	IELTS 5.0
EAP (Upper Intermediate) overall grade of 61 - 70	IELTS 5.5
EAP (Advanced) overall grade of 71+	IELTS 6.0

Can also accept recommendation letters from SELC (follow recommendation) but also ask to see course completion certificate

Sydney ESL College

EAP1	IELTS 5.0
EAP2	IELTS 5.5
EAP3	IELTS 6.0

Sydney International College of Business

EAP/IELTS	IELTS 6.0
-----------	-----------

TAFE

Certificate IV – Stage 4	IELTS 6.0
Certificate III	IELTS 5.5

ELS Universal English College (ELS - UEC)

AE3 with grade C or higher	IELTS 5.0
AE3 with grade B or higher	IELTS 5.5
AE3 with grade C or higher	IELTS 5.5
AE4 with grade B or higher	IELTS 6.0

Uniworld English College (English for Tertiary Education)

EAP grade C-	IELTS 5.0
EAP grade C	IELTS 5.5
EAP grade C+	IELTS 6.0

Windsor Institute of Commerce & Languages/ Castle College

EAP1	IELTS 5.5
EAP2	IELTS 6.0

AICE – Australian International College of English

EAP with Credit, Distinction or High Distinction	IELTS 6.0
EAP with Level 2 pass	IELTS 5.5
EAP with Level 1 pass	IELTS 5.0

Griffith English Language Institute (GELI)

Completion of DEP	IELTS 6.0
Completion of EAP	IELTS 5.5

Deakin University English Language Institute

EAP3	IELTS 6.0
EAP2	IELTS 5.5

University of Newcastle Language Centre

Completion of Advanced English for Academic Purpose	IELTS 6.0
Completion of Upper Intermediate English	IELTS 5.5

University of Canberra

Completion of EAP (50%)	IELTS 6.0
Completion of Pre-Access English	IELTS 5.5

RMIT

Completion of AE Advanced	IELTS 6.0
Completion of AE Upper-Intermediate	IELTS 5.5

UWS

Completion of EAP III	IELTS 6.0
Completion of EAP II	IELTS 5.5

Taylors College (Study Group)

Taylors English Language Preparation (TELP)

Overall Language Level 5.5 <i>Individual bands must be assessed</i>	IELTS 5.5
Overall Language Level 6.0 <i>Individual bands must be assessed</i>	IELTS 6.0