

VET Student Loans – entry procedure

Version No: 2.0 **Date:** January 2022 **Revised and Approved by:** QIS Manager

To be eligible to apply for a VET Student Loan, you must meet the academic suitability requirements as a new student commencing study at Academia International.

Academic suitability

To be eligible for a Vet Student Loan, any one of the following conditions is required^{^^^} (a, b, c, or d) AND e:

- a. Provide an Australian Senior Secondary Certificate of Education issued at the completion of year 12; or
- b. Provide your International Baccalaureate Diploma Program (IB) diploma; or
- c. Successful completion of an assessment of your reading and numeracy skills at ACSF level 3 (organised by Academia[^]); or
- d. Provide a qualification at certificate 4 level or above in the Australian Qualifications Framework^{^^} that was delivered in English;
and
- e. Academia is satisfied that you are academically suited for the course seeking enrolment

[^] Academia International uses the LLN Robot system from the Learning Resources Group to validly and reliably assess a student's competence in reading and numeracy against the Australian Core Skills Framework (ACSF). At all stages of the ACSF assessment, the process will be conducted with honesty and integrity.

Academia International will provide you with your log-in details and instructions to access the LLN Robot ACSF assessment. Your ACSF results will be emailed to you as soon as practicable after you have completed the assessment.

^{^^} This qualification may have been assessed by a state, federal or territory government agency which assesses overseas qualifications and that agency has determined equivalency to level 4 or higher

^{^^^}A copy of your certificate or ACSF assessment results will be retained by Academia International for 5 years after you enrol and will be made available to the Australian Government in the form, manner and by the time requested.

Eligibility:

Identity:

To be eligible for a VET Student Loan you need to be either:

- a. an Australian citizen[^], or
- b. a qualifying New Zealand Citizen Special Category Visa(SCV)^{^^}, or
- c. a permanent humanitarian visa holder^{^^^}, who is usually resident in Australia

[^] Australian citizenship evidence includes:

- i. Current Australian Passport;
- ii. Australian Birth Certificate - Students born on or after 20 August 1986 are also required to provide a copy of one of their parents birth certificate or citizenship certificate;
- iii. Australian Citizenship Certificate

^{^^} a New Zealand Citizen SCV holder you will need to meet the following criteria:

- i. has usually been resident in Australia for at least 10 years, and
- ii. was a dependent child aged under 18 years of age when he or she first was usually resident in Australia, and
- iii. has been in Australia for periods totalling 8 years during the previous 10 years, and

- iv. has been in Australia for periods totalling 18 months during the previous two years

^^^ permanent humanitarian visa holder criteria:

- i. To confirm your visa class, Academia International will use the Department of Home Affairs Visa Entitlement Verification Online (VEVO) system to check:
 - a. Visa type; and
 - b. Expiry date

Date of birth:

If your identify documents show that you under 18 years of age then you must:

- i. Have the parental consent form signed a responsible parent. A copy of the form is available on the Department of Education, Skills and Employment website at <https://www.dese.gov.au/vet-student-loans/resources/vet-student-loans-parental-consent-form> ;
or
- ii. Provide evidence of your independence through a CentreLink Income Statement showing a Youth Allowance assessment

Tax file number:

When applying for a VET Student Loan, Academia is required to collect your Tax File Number(TFN). If you have applied for a Tax File Number, but not yet been issued this you can:

- i. provide a certificate from the Commissioner showing that have applied for a Tax File Number

Unique Student Identifier (USI):

You must hold a Unique Student Identifier (USI) and supply this to Academia International.

Collection and verification of eligibility documentation:

Academia International is required to collect, verify and retain copies of all documentation provided by students requesting a VET Student Loan for a period of 5 years after they enrol. Academia International will provide this documentation to the Australian Government if requested.

Application using electronic Commonwealth Assistance Form (eCAF):

Academia International will send you an invitation via the eCAF system to apply for your VET Student Loan. To receive the VET Student Loan you must:

- i. Submit this by 11.59PM AEST on or before the Census date for the first unit of study in the course you are requesting a loan for; and
- ii. No less than 2 days after enrolment

Publication:

These *VET Student Loans – entry procedure* will be published in the *Student Information Handbook* and on Academia International’s website (www.academia21.com).