

Student Guide to Monitoring Student Progress Policy & Intervention Strategy

This guide is to help you understand the ELC Monitoring Student Progress Policy and Intervention Strategy.

<p>Where can I find the policy?</p>	<p>You can find the ELC's Monitoring Student Progress Policy and Intervention Strategy on the ELC website.</p> <p>We will discuss the policy with you during your in-class Orientation. You can ask the Student Advisors questions about the policy at any time.</p>
<p>What is the purpose of the policy?</p>	<p>If you are on a student visa, Australian Government regulation requires the ELC to constantly review your course progress. If you are not progressing well, the ELC must make decisions about your pathway.</p> <p>You may need to accept extra academic support, repeat a class or extend your weeks of English so that you can meet the English requirements for the course you wish to study at Macquarie University.</p> <p>You cannot begin your degree, diploma or foundation studies until you pass your English course, so you may need to begin your Macquarie University or MUIC course later than your original start date if you are required to extend your English language studies.</p>
<p>How does the policy work?</p>	<p>When you arrive at the ELC, you will be placed in a class according to your IELTS/TOEFL/Pearson or ELC Placement Test results.</p> <p>In the first few days of class, if your teachers feel that you are in the wrong level, they will speak with the Student Advisors or Senior Teachers. At that point, you may be required to change level immediately.</p> <p>Your teacher may speak with the Student Advisors and Senior Teachers at any time during the 5-week block about your progress in class.</p> <p>You will be tested every 5 week-block on your language skills. Your teacher will give you feedback on your progress in class and will advise you on how to improve.</p> <p>Your teacher will also give the Advisors and Senior Teachers a formal update about your progress, attendance and participation in class at the end of the 5-week block.</p> <p>If you fail two 5-week blocks in a row overall or in one of the skills areas, or if you fail more than 50% of the total number of blocks you will study at the ELC, then your pathway will be reviewed by the ELC. In some cases, the ELC may decide to review your pathway earlier than the guidelines above.</p> <p>The Student Advisors or Senior Teachers will speak with you and recommend a new pathway, and may suggest tutoring or academic workshops to help you achieve your study goals. You may be asked to sign a Learning Contract to show that you have understood and are prepared to try to achieve the new goals.</p> <p>Once your new pathway begins, your teachers and the Student Advisors will carefully follow your progress. Your progress and results on your new pathway will be reported to the Senior Teachers and/or the Associate Director ELC Programs.</p> <p>If you do not make sufficient progress in class, you will be reported to the Senior Teachers and/or the Associate Director ELC Programs. You will also be reported to the Department of Home Affairs.</p> <p>You will receive a letter (Intention to Report for Lack of Academic Progress) to inform you of this decision, and you have 20 working days to make an appeal by following the ELC's complaints and appeals process if you wish.</p>