



ADMISSIONS POLICY

Policy:

VIC is committed to providing accurate information and guidance to prospective students to ensure they make informed decisions about their program of study.

VIC's admission criteria are well publicized and applied consistently. Entry assessment tools and admission requirements ensure students are placed in a level consistent with their skills and abilities, and have the basic knowledge, skills and abilities to achieve program outcomes. Admission requirements may not be waived by either the student or VIC.

Prior to admission, students must obtain health insurance and provide copies of the following documents:

- valid *passport*
- valid *visa* (if applicable)
- valid *study permit* (if applicable)

Students are provided with the following policies before entering into any contract, including a *Letter of Acceptance* or a *Student Enrollment Contract*:

- Program Outline
- Admissions Policy
- Attendance Policy
- English Only Policy
- Tuition & Fee Refund Policy
- Dispute Resolution/ Grade Appeal Policy
- Withdrawal Policy
- Dismissal Policy