



INTERNATIONAL STUDENTS Policy

Approved by the Board of Trustees – 7 May 2018

Rationale: Cambridge Middle School is committed to the provision of quality educational experiences for International Students. Such provision will be in accord with *the Education Act, The Fair Trading Act, The Consumer Guarantees Act and the Code of Practice for the Pastoral Care of International Students (2016)*. The school reserves the right to modify an international student's placement or program of study at any time during the period of enrolment.

Principles:

- (a) The school will provide tuition in accord with the school's prospectus.
- (b) All fees will be paid in full before enrolment, or before enrolment is renewed (which ever applies).
- (c) International Students will abide by all school rules, instructions, and tuition and attendance expectations.
- (d) International Student placement is conditional upon adherence to visa conditions.
- (e) The Board of Trustees guarantees to hold in reserve sufficient funds through sound fiscal control mechanisms to meet any refund requirements should the school not be able to continue tuition e.g. a natural disaster.

Policy Statement: The Board of Trustees supports the enrolment of International Students in accord with the processes and procedures as determined by the Ministry of Education's *Code of Practice for the Pastoral Care of International Students (2016)*.

Key Responsibilities: The Principal and the School Leadership Team have responsibility for the implementation of this policy and will oversee a process for the development of guidelines for the enrolment of International Students.

Review: May 2021

Related Information: 1. International Students Guidelines