



TEQSA UPDATE, APRIL 2013

Welcome to the April 2013 TEQSA Update. TEQSA Updates provide information to registered higher education providers about the Agency's regulatory framework, policies and requirements. They also contain news about recent activities and upcoming events.

Important notice – English language proficiency quality assessment postponed

TEQSA has decided to postpone its English language proficiency quality assessment until the second half of 2014. The quality assessment was due to commence in May this year. A new schedule will be announced later this year.

TEQSA has taken this action after careful consideration of our regulatory operations, in response to sector concerns about the impact of the quality assessments, and the recent announcement of the 2014 review of initial teacher education courses.

Third party arrangements Quality Assessment

The survey for TEQSA's third party arrangements quality assessment was sent to providers on 5 April. The deadline for response to the survey is Monday, 27 May.

TEQSA will use this quality assessment to highlight good practice. The quality assessment will also include recommendations for improvement in third party arrangements for the sector.

More information is available on the TEQSA website at <http://www.teqsa.gov.au/for-providers/quality-assessments>. Provider questions about the survey and data to be collected can be submitted by email to tpa@teqsa.gov.au. Questions sent to this email address will be answered within two working days. Where appropriate, these answers will be added to the frequently asked questions (FAQs) on the TEQSA website. It is recommended that providers consult the FAQs at regular intervals.

As an example, further advice to guide the way providers answer Q47 – *Management or delivery of professional practice placements*, has recently been posted.

In addition, providers that are currently engaged with TEQSA on their renewal of registration are invited to contact TEQSA (through the above email address) if they feel that the information requested is a duplication of information already provided for re-registration. A streamlined response can be arranged in those circumstances.

Providers with technical questions about the survey can email the survey provider, Orima, at surveys@orima.com.

TEQSA provider briefings

Around 450 provider staff, ELICOS providers and other sector representatives came together in Melbourne on 14 March for the first provider briefing of 2013. TEQSA staff appreciated the opportunity to meet with providers, and Case Managers found the 'meet and greets' with providers particularly valuable. Feedback gathered from the event has confirmed that participants found information about TEQSA's approaches and operations to be useful.

The presentations from the day are available for download on the TEQSA website at <http://www.teqsa.gov.au/news-publications/events>. A number of presentations were filmed and edited versions are now available on [TEQSA's new YouTube channel](#).

The second provider briefing will be held in Melbourne on Thursday 3 October, followed on Friday 4 October by an eLearning forum hosted by TEQSA and the Office of Learning and Teaching. More information about these events will follow in the coming months.

Provision of Financial Statements

Providers are reminded that as part of their registration obligations, annual financial statements are to be provided to TEQSA within six months of the end of the provider's annual financial reporting period. Providers with a 31 December 2012 financial year end date have until 30 June 2013 to provide their annual financial statements to TEQSA.

Providers are requested to send a copy of their annual financial statements to collections@teqsa.gov.au.

Further information regarding the provision of annual financial statements is available on our website at <http://www.teqsa.gov.au/for-providers/provider-obligations/annual-financial-statements>.

Any enquiries about the provision of annual financial statements should be sent to collections@teqsa.gov.au.

Registering a course on CRICOS with exit points

Under section 8 of the *Education Services for Overseas Students Act 2000* (ESOS Act), it is an offence to make an offer or promote a course to an overseas student at a location that is not registered on the Commonwealth Register of Institutions and Courses to Overseas Students (CRICOS). Exit qualifications within a higher qualification (e.g. an associate degree with an exit point at diploma level) must therefore be separately registered courses on CRICOS if offered and promoted to overseas students on a student visa.

It would be misleading to register a course where a provider does not intend to enrol students. If the exit qualification is not separately offered for enrolment, the course should not be separately registered on CRICOS. Should a clear pattern develop where increasing numbers of overseas students choose to exit early, the institution may consider offering and separately registering the exit qualification.

Where a student exits a course early, providers need to make a student course variation notification to the Department of Immigration and Citizenship (DIAC) for cessation of enrolment under section 19(1)(d) of the ESOS Act.

Please note that this advice specifically relates to higher education qualifications.

AQF compliance of courses accredited by TEQSA

A number of providers have enquired about the requirements and procedure for achieving compliance with the Qualification Standards, and thus the specifications of the Australian Qualifications Framework (AQF).

For providers with self-accrediting authority, full compliance with the AQF requirements within the Qualification Standards is required by 1 January 2015.

For providers without self-accrediting authority, compliance with the AQF requirements within the Qualification Standards is required at the time of any new course accreditation, or at the time of renewal of course accreditation. For all other existing courses for which accreditation expires after 1 January 2015, compliance is required by 1 January 2015.

There are a number of courses, however, that are not due for renewal until after 1 January 2015. To ensure compliance of all TEQSA accredited courses by 1 January 2015, providers should:

- ▶ Undertake an internal review of courses with an expiry date post 1 January 2015 to check for compliance
- ▶ Consider the extent of any changes to courses, policies and practices required to achieve compliance; and
- ▶ Determine appropriate action in relation to accredited courses which is expected to include one of the following:
 - ▶ Apply for a new accreditation where required changes to courses are extensive, and learning outcomes change significantly; or
 - ▶ Submit a material change notification if there is uncertainty about the impact and extent of required change, or where change is considerable but a new accreditation may not be warranted; or
 - ▶ Take no further action where change is minimal, and equates to amendment that would result from regular review processes.

If you have any queries, please contact your Case Manager.

Information sheets and provider FAQs on the TEQSA website

In response to questions received from the sector at provider briefings and in discussions with Case Managers, TEQSA has created information sheets and frequently asked questions documents for quick and simple reference on a range of topics. You can access these documents on the TEQSA website at <http://www.teqsa.gov.au/for-providers/frequently-asked-questions-providers>.

More information sheets and FAQ documents are currently in development.

TEQSA has also recently created a YouTube channel, to feature TEQSA presentations from provider briefings and other events, and short informative videos around regulatory processes and activities.

You can access the channel via <http://www.youtube.com/user/TEQSAnews>, or by clicking the icon at the bottom of the www.teqsa.gov.au homepage. More videos are also in development.

TEQSA is always exploring ways to make our information useful. Please email us at comms@teqsa.gov.au if you:

- ▶ have suggestions for topics that would be of broad interest to the higher education sector
- ▶ have suggestions for the website, including any broken links or difficulty locating information.

TEQSA is committed to working closely with all providers. If you have any particular questions or concerns you wish to discuss, please contact your Case Manager, or email enquiries@teqsa.gov.au.