
DOCUMENT REFERENCE:	PPP184
RESPONSIBLE MANAGER:	Executive Manager - Education
CATEGORY:	Academic & Student Information
APPROVED DATE:	18/04/2024 (amended 30/04/2025)
DATE OF NEXT REVIEW:	April 2027
RELATED DOCUMENTS:	English language evidence form Enrolled Nurse Accreditation Standards 2017 PPP148 Student Selection Guidelines

1. Introduction

The purpose of this Guideline is to establish clear and consistent practices with regards to applicants for the Diploma of Nursing meeting the required English language requirements.

2. Scope

This Guideline is applicable to all students applying for admission to the Diploma of Nursing course irrespective of funding source. As of 1st July 2018, all students applying to enter the Diploma of Nursing must demonstrate that they have achieved the NMBA specified level of English language skills, prior to enrolling in the course.

3. Responsibility

All staff involved in the application and selection process for the Diploma of Nursing must be aware of the guidelines and must follow these guidelines.

4. Procedure

All applicants for the Diploma of Nursing are informed of the English language requirements at a mandatory information session. An information sheet is provided during this information session to further assist in their understanding of the requirements.

Information is also available under the *Course Requirements* section on the public website and in the course brochure.

All applicants must be able to demonstrate that they meet **one** of the below pathways.

♦ Pathway 1 - English is their primary language

Applicants must sign a declaration that English **is** their primary language. This means that English must be the language the student primarily uses for reading, writing, listening and speaking and the language they know best and are most comfortable with.

♦ Pathway 2 - Test pathways

Applicants can provide evidence of having sat and successfully achieved the required score in one of the approved testing listed below:

- IELTS (academic module) minimum overall score of Minimum score of 7 in each of the three components: listening, reading, and speaking; and minimum score of 6.5 in the one component: writing.
- OET minimum score of B in each of the three components: listening, reading, speaking; and minimum score of C+ in the one component: writing.
- PTE (academic) with a minimum score of 66 in each of the three communicative skills: listening, reading, speaking; and minimum score of 56 in one communicative skill: writing

- TOEFL iBT with a minimum total score of 94 and a minimum score of 24 in listening, 24 in reading, 24 in writing and 23 in speaking

Interview Phase:

1. Applicants attend a mandatory interview with the teaching department.
2. During the interview, applicants are provided with the Primary English Language Skills Evidence Form.
3. The interviewer discusses the English language requirements in detail with the applicant to ensure that they understand the requirements and will be able to provide the relevant evidence prior to being offered a place within the course.
4. Applicants are asked to nominate which pathway they intend to use.

Evaluation of Evidence:

5. Once submitted, the information provided on the Primary English Language Skills Evidence form is evaluated by a Diploma of Nursing teacher to determine that the applicant has demonstrated evidence of meeting one of the two pathway options.
6. The evaluating staff member retains the Primary English Language Skills Evidence form or copies of Pathway 2 evidence. This evidence forms part of the student's Academic file and is retained within the relevant teaching department.
7. Once this has been determined and completed, the next stage of the enrolment process can commence.

5. Diversity, Equity and Inclusion

SWTAFE is committed to making diversity, equity and inclusion part of everything we do, including in the implementation of this policy/procedure/guideline. For more information, please visit the 'Our Values' page on our [website](#) [external] or the Diversity, Equity & Inclusion Homepage on ECHO [internal].
[Diversity, Equity & Inclusion \(DEI\)](#)

6. Statement of Commitment to Child Safety

South West TAFE is committed to the protection of all children from all forms of child abuse and demonstrates this commitment through the implementation of a Child Safe Program designed to keep children safe within our organisation. For Child Safe key documents, resources, contact officer details please go to: [Child Safe Commitment](#)