

NATIONAL ART SCHOOL

Overseas Student Transfer Guidelines

Overseas Student Transfers

An Overseas Student transfer occurs where an International Student wishes to transfer from one registered providers course to another.

International Students cannot, under normal circumstances, transfer between providers within the first 6 months of their principal course.

There are no additional costs to the student with regard to either incoming or outgoing transfer requests.

Overseas Students wanting to transfer to National Art School

Overseas Students wanting to transfer to National Art School (NAS) should apply in the normal way. Should the applicant be successful in securing an offer NAS will discuss with the applicant of their visa obligations, including release from another course with a registered provider, prior to confirmation of enrolment.

National Art School will require evidence of release from the previous provider before issuing a confirmation of enrolment (CoE) to the applicant.

Overseas Students must advise the Department of Immigration to seek advice on whether a new student visa is required.

Overseas Students wishing to transfer to NAS within 6 months of commencing their principal course who do not have a release from their provider must meet one of the following conditions:

- the releasing registered provider, or the course in which the overseas student is enrolled, has ceased to be registered;
- the releasing registered provider has had a sanction imposed on its registration by the ESOS agency that prevents the overseas student from continuing their course with that registered provider;
- any government sponsor of the overseas student considers the change to be in the overseas student's best interests and has provided written support for the change. This usually applies where the overseas student's study in Australia is sponsored by the government of another country.

Overseas Students wishing to transfer from National Art School to another registered provider

NAS will always act in what it believes to be in the best interest of the student and will not unreasonably refuse a request for transfer from National Art School courses.

NAS will offer advice and guidance regarding their transfer request and inform the student of support services available at NAS to help ensure they are making an informed decision.

NAS will consider the following in an assessment of the transfer request:

- Whether the new course better meets the needs and abilities of the student
- Whether the new course provides better or more appropriate support to the student
- Whether the student believes their expectations from the NAS course are not being met
- Whether the new course more closely aligns with the academic, personal or career aspirations of the student

Transfer Process

In order to transfer to another provider the student must request a transfer, in writing, to NAS Student Services and provide the following:

- A Letter of Offer from another registered provider
- Evidence that supports the assessment criteria listed above

NAS will, normally, only refuse a request for transfer where it believes the student to be trying to avoid being reported for unsatisfactory attendance and/or course progress.

Where a student is refused a request to transfer this will be clearly communicated to the student in writing, specifying the reason(s) for refusal, normally within 10 working days of receipt of the request and supporting evidence.

The notice will also clearly inform the student that they can appeal this decision in accordance with the NAS Complaints Policy. NAS will not finalise the student's status in PRISMS until all complaints and appeals processes are completed or the student has not lodged a complaint or appeal with 20 working days of the notice or they have withdrawn from the process.

Records of Requests for Transfer

Records of all requests for transfer will be kept for at least two years, after the end of the Student's enrolment, and in keeping according to the NAS Student Records Policy

Any queries related to the transfer of overseas students should be directed to Student Services student.services@nas.edu.au or Student Recruitment Officer admissions@nas.edu.au

