

REGISTRATION POLICY

SCOPE

This policy guides the registration requirements of:

- schools
- students
- other education providers and organisations

in relation to registration with the Office of Tasmanian Standards and Certification (TASC) as legislated within the [Tasmanian Assessment, Standards and Certification Act 2003](#) (the Act).

PURPOSE

The purpose of this policy is to outline TASC's consistent approach to managing registration practices and associated documentation to ensure schools, other education providers and organisations and students meet TASC's legislative requirements.

This policy relates to:

- school registration with TASC to deliver TASC accredited courses
- student registration with TASC
- registration of providers of educational services to international students
- higher education providers
- student exchange organisations.

POLICY STATEMENT

This policy supports Goal 1 of [TASC's Strategic Plan 2018-2022](#) to provide premium qualifications that are meaningful and relevant.

TASC determines registration requirements in accordance with the relevant legislation.

All schools and other education providers who deliver TASC accredited courses and who require TASC to issue formal qualifications must register with TASC each year. TASC's [Standards for the provision of TASC-accredited senior secondary courses](#) apply to all registered providers.

This policy ensures TASC can issue appropriate recognition of students' learning and achievement in senior secondary education and relevant higher, and other, education programs.

The registration processes requires schools and other education providers to make available to TASC data relating to the educational outcomes of students.

REQUIREMENTS

This policy will be implemented with strict adherence to Sections 33, 42 and 55ZZ of *the Act*, and associated registration procedures.

Under the [Education Services for Overseas Students \(ESOS\) legislative framework](#), TASC is the designated authority for all school providers and any ELICOS and Foundation Program courses they deliver in Tasmania.

Under *the Act*, Part 3 Division 3 Sections 33 D and E, TASC has responsibility for the approval and quality assurance of Student Exchange Organisations (SEOs).

RESPONSIBILITIES

TASC stakeholders are required to fulfil their duties and obligations as outlined below.

Entity	Responsibilities
The Office of TASC	<p>The Executive Officer, TASC</p> <ul style="list-style-type: none">• ensures this policy and associated procedures are adhered to• has responsibility for the risk management of this policy and associated procedures• determines the requirements of registration in accordance with the legislation <p>The Office of TASC</p> <ul style="list-style-type: none">• provides clear information relating to registration procedures• sets the Standards for the provision of TASC-accredited senior secondary courses• monitors schools and other education providers to ensure compliance
Schools and other education providers	<ul style="list-style-type: none">• ensure compliance with TASC regulations, standards and requirements in relation to registration

DEFINITIONS

CRICOS is the Commonwealth Register of Institutions and Courses for Overseas Students Enrolment

education providers means any school or institution providing educational courses

international student means a student from another country who is in Australia on a student visa

higher education means education provided by tertiary education institutions

other education means formal studies undertaken in Years 11 and 12 that are not senior secondary or higher education courses, and are not Vocational Education and Training (VET) qualifications/units of competency

registration means undertaking a process to ensure inclusion on official register of education providers

student exchange program is a program through which Tasmanian students may undertake a part of their studies in a country other than Australia and in return students from other countries may undertake a part of their studies in Tasmania

TASC accredited courses are senior secondary courses that have been accredited by TASC

VERSION CONTROL

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