## Policy and Procedure Register updates – Summary of changes to:

## Distance education – subclass 500 (schools) visa procedure

follow to facilitate EQI students studying a subject through a state school of distance education that is EQI accredited.  2. Summary of changes  The changes to this procedure focus on:  including delegations where applicable  modifying the wording to incorporate the allowance for two subjects (in compelling cases)  including actions for students to complete the required documentation in a timely fashion / by the allocated deadlines provided by the DE Centre  removing Homestay providers from procedure  restructuring the process section into chronological order.  3. Impacts to roles and responsibilities  Does the new/updated content change staff roles/responsibilities in any way?  Yes No  If yes, select the type of change: (select all that apply)  Revised responsibilities New/additional responsibilities Removed responsibilities  Position title Summary of change  EQI staff Removed role and responsibilities from the procedure.  2  Overseas Added a new responsibility: acknowledge and return all distance education school documents in a timely manner.  4. Communication and support for implementation  Routine internal communication channels – OneSchool Homepage, OnePortal Bulletin Board, DoE News, DDG SS to RDs email, ISP News to principals.	1. Reason for new/updated policy or procedure (select all that apply)				
This procedure outlines the roles and responsibilities of employees of schools and EQI, and the steps they follow to facilitate EQI students studying a subject through a state school of distance education that is EQI accredited.  2. Summary of changes  The changes to this procedure focus on:  • including delegations where applicable  • modifying the wording to incorporate the allowance for two subjects (in compelling cases)  • including actions for students to complete the required documentation in a timely fashion / by the allocated deadlines provided by the DE Centre  • removing Homestay providers from procedure  • restructuring the process section into chronological order.  3. Impacts to roles and responsibilities  Does the new/updated content change staff roles/responsibilities in any way?     Yes	☐ Change of policy/procedure requirements		☐ Audit/review recommendation		
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Department of Education International	Procedure contact:				
·	International Student Programs				
Phone: 1800 316 540 (inside Australia) +61 7 3513 5301 (outside Australia)	·				
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Email: <u>EQInternational@qed.qld.gov.au</u>					