

Policy: Underage student management

Purpose

To state the principles governing the admission, learning, support and protection of students under the legal age of 18 years (underage students).

Definition

Carer Service: A third party provider of welfare support and non-academic supervision to international students under the age of 18 years.

Overview

The University fulfils its duty of care recognising it has additional responsibilities for students who are below legal age with respect to their welfare, learning and student experience.

Scope

This policy applies to students and University staff involved with students who, at the commencement of their program, are under 18 years of age.

Policy statement

1. The University does not take on the rights, responsibilities and authority that parents/guardians have in relation to a child, and does not act in the place of parents/guardians in relation to students who are under 18 years of age.
2. Parents or guardians act as guarantors and honour all obligations under any contracts with the University that the student enters into prior to turning 18 years of age.
3. The University places restrictions on the admission of students under the age of 18. This ensures:
 - a. the independence and academic rigour of the University environment, learning, and teaching is upheld;
 - b. the capacity and maturity to engage with academic content on the part of the student;
 - c. decision making capability on the part of the student;

- d. capacity and suitability of staff to be engaged with vulnerable students; and
 - e. compliance with federal legislation.
4. The University admits international students under the age of 18 where:
- a. admission is compliant with Standard 5 of the National Code;
 - b. appropriate accommodation and welfare arrangements are in place prior to applying for a student visa;
 - c. the accommodation and welfare arrangements are approved by the University; and
 - d. the accommodation and welfare arrangements are in place for the duration of the Confirmation of Enrolment (CoE) plus seven days or until the student turns 18 whichever comes first.
5. The University only admits international students on a student visa to the University who are under the age of 18 years under the following living arrangements:
- a. the student lives with a parent or eligible relative of good character over the age of 21; or
 - b. the student lives in university residential accommodation and turns 18 years of age prior to the census date of their commencing semester or has received an exemption to this age requirement under Clause 4 of the Admission of international students under the age of 18 procedure; or
 - c. where the student turns 18 years of age prior to the census date of their commencing semester and has been living in homestay prior to admission to ANU and wishes to continue to reside there.
6. Prior to an offer of admission being made to a student who is under the age of 17 years at the commencement of their program, a Student Learning Agreement is signed by the Academic College and parent/guardian except for domestic students who:
- a. have applied for admission into the ANU Extension program;
 - b. are eligible for an offer into the Diploma of Studies,
 - c. and are enrolled only in EXTN-coded courses; enrolment in any non-EXTN-coded courses requires a Student Learning Agreement.
7. Offers of admission to applicants under 16 years of age at the commencement of their program are approved by the relevant ANU College Dean and Deputy Vice-Chancellor (Academic) where:
- a. the student's application for admission has been approved by the University;

- b. program content is deemed suitable (including but not limited to program themes, fieldwork and/or research requirements);
 - c. welfare arrangements are agreed between the Academic College, the student and the parent/guardian through a signed Learning Agreement;
 - d. the University has the capacity to provide the necessary support to the student; and
 - e. the student is not an applicant to the ANU Extension program who is eligible for enrolment into the Diploma of Studies.
8. Offers of admission to domestic applicants under 16 years of age at the commencement of their program into the Diploma of Studies are approved by the relevant ANU College Dean and Deputy Vice-Chancellor (Academic) where:
- a. the student's application for admission has been approved by the University;
 - b. the University has the capacity to provide the necessary support to the student; and
 - c. the offer includes a condition that a student cannot enrol in any courses other than ANU Extension EXTN-coded courses until they are at least 17 years of age unless welfare arrangements are agreed between the Academic College, the student and the parent/guardian through a signed Learning Agreement.
9. University staff who have physical or face to face communication with people under the age of 18 years, that amount to more than 3 days in a 4 week period or 7 days in a 12 month period, register for [Working with Vulnerable People](#) (WWVP).
10. All staff from the Colleges of Health and Medicine and Science also refer to the Child Protection Guidelines and Procedures relevant to those Colleges.

Privacy

11. The University complies with the Privacy Act 1988 (Cth) and Policy: Privacy, in relation to all students' personal information. The University communicates with students and not with parents or legal guardians, unless the student provides a Consent to Disclosure of Personal Information Form, the student has provided express consent for the disclosure and/or there is an imminent risk to the safety and wellbeing of the student.

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