



**Australian Government**

# **Assessment Requirements for BSBEDU301 Assist with monitoring compliance in international education services**

**Release: 1**

## Assessment Requirements for BSBEDU301 Assist with monitoring compliance in international education services

### Modification History

| Release   | Comments                                                                             |
|-----------|--------------------------------------------------------------------------------------|
| Release 1 | This version first released with BSB Business Services Training Package Version 1.0. |

### Performance Evidence

Evidence of the ability to:

- identify and apply legislative and regulatory compliance requirements in relation to international education services at a level required for effective performance of work role
- communicate and work with clients from culturally diverse backgrounds.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

### Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- outline applicable aspects of the current Australian Quality Training Framework (AQTF) Standards for Registered Training Organisations, or any subsequent amendments or versions
- explain child protection legislation in relation to the welfare of, and training of, students under 18 years of age
- demonstrate knowledge of appropriate communication styles and methods
- explain the international education environment and specific organisational work environment, work practices and legislative and regulatory requirements
- list relevant legislation governing Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) registration
- list relevant legislation governing student visa compliance and international education services
- explain reporting requirements
- describe quality review processes
- outline relevant administration procedures for student fees.

## Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the educational administration field of work and include access to:

- opportunities to participate in a range of practical exercises and projects
- relevant documents, and monitoring and reporting mechanisms.

Assessors must satisfy NVR/AQTF assessor requirements.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>