



# Registration English Language Proficiency Policy

10 January 2024

Version: 3.0

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Date Approved:

8.1.24

# Document Control

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Version	Revision by	Revision Description	Date
1.0	Qualifications and Registration Administrator, Registration	Policy created	08/06/2021
2.0	Project Officer, Project and Strategy Development	Updated	6/09/2023
3.0	Senior Project Officer, Office of the Registrar	Updated	10/01/2024

TRIM document number            DOC21/17270

Audience:                            Teachers Registration Board of South Australia Secretariat

Creator:                                Teachers Registration Board of South Australia

Original approval date:            1 March 2011

Scheduled for review                March 2026

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## 1 Objective

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The Teachers Registration Board of South Australia (the Board) is committed to ensuring that the teaching profession comprises competent educators who are fit and proper persons to have the care of children.

The objective of this Policy is to ensure that all applicants for teacher registration in South Australia provide evidence of English language proficiency as part of their application for registration as a teacher in South Australia.

Section 21 of the *Teachers Registration and Standards Act 2004* (the Act) sets out the eligibility requirements for registration.

Section 21(1)(b) of the Act provides that a person is eligible for registration if they have met any other requirements for registration –

- 1) Contained in professional standards for teachers; or
- 2) determined by the Board to be necessary for registration.

## 2 Defined Terms

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**Act** means *Teachers Registration and Standards Act, 2004*

**IELTS Academic** means International English Language Testing System academic test, including IELTS One Skill Retake, as opposed to the general test

**ISLPR** means International Second Language Proficiency Rating

**exempted countries** means Australia, Canada, the Republic of Ireland, New Zealand, the United States of America or the United Kingdom

**one individual attempt** means completion of a test, including single element one skill retake completed within 60 days of the applicant's original sitting of the IELTS Academic Test

**single element** means a test component of speaking or reading or listening or writing

**One Skill Retake** means the separate test completion of a single element of the IELTS Academic Test

**face-to face** means the test has taken place in person, as opposed to online interaction or remote electronic communication

## 3 Policy Statement

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The Board has determined that English language proficiency is one of the requirements necessary for registration as a teacher in South Australia.

## 4 Demonstrating English Language Proficiency

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To meet the English Language Proficiency (ELP) requirements, the Board has determined that all applicants for teacher registration in South Australia must be able to prove their proficiency in reading, writing, speaking and listening in English.

This can be proven by either;

- Completing the appropriate qualifications in exempted countries, or
- Satisfactorily completing one of the English language proficiency tests recognised by the Board.

## 5 English language proficiency (ELP) requirement

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A person will have met the English language proficiency requirement upon completion of at least four years of higher education study (including a recognised pre-service teacher education qualification) in Australia, Canada, the Republic of Ireland, New Zealand, the United States of America or the United Kingdom.

Where a person has not met the above criteria, they must satisfactorily complete a face-to-face English language proficiency test. The tests recognised by the Board are the:

- International English Language Testing System (IELTS Academic) test, or
- International Second Language Proficiency Rating (ISLPR) test.

The date of completion of one of the above tests must be within two years of submission of an application for registration as a teacher in South Australia to the Board.

All test criteria must be met on one individual attempt at the test (except if an IELTS One Skill Retake is taken – see 5.1).

The minimum score required for successful completion of each test is as follows:

- IELTS Academic; a score of at least 8.0 for Listening and Speaking and a score of at least 7.0 for Reading and Writing, with an overall band score of at least 7.5
- ISLPR: a score of at least 4.0 in each of the areas of Speaking, Listening, Reading and Writing.

### 5.1 IELTS One Skill Retake

If a person does not achieve one of the four required scores of the IELTS, they can apply to retake that one skill test within 60 days of completing their initial test.

If the person achieves the score required in the retake, they are issued a new IELTS certificate showing the person has achieved the required scores with the retake shown on the certificate (see Attachment A).

If the person does not achieve the required score in the retake test, they must undertake the full test before being able to undertake another one skill retake.

The Board will accept an IELTS certificate showing the applicant has achieved the required scores with the retake.

## 6 Exemption to Sitting an English Language Proficiency Test

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An applicant for teacher registration who is required to complete an English language test as set out in Section 5 may request an exemption from the accepted means of demonstrating proficiency set out in Section 4. This exemption can only be approved by the Board.

The applicant must submit an application form for exemption to sit an English language proficiency test (**TRB-ELE**) in hard copy at the time of making an application for registration, along with a completed application for registration form (**TRB1**). The application for exemption to sit an English language proficiency test form must be accompanied by original supporting documents or certified copies of the original documents. Supporting documents can be certified by a Justice of the Peace or Commissioner for taking Affidavits or Notary Public or Proclaimed Police Officer.

Submitting a request for exemption is not a guarantee that an exemption will be granted. The onus is on the applicant to provide sufficient evidence to enable the Board to determine if their English language is at a proficient level without the need to successfully complete an approved test to confirm that proficiency.

All applications will be assessed on a case-by-case basis. Should an application be unsuccessful, applicants may submit a further application with significantly different supporting evidence.

## 7 False and Misleading Statements

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It is an offence under Section 54 of the Act for any person to provide false or misleading information to the Registrar or Board in respect to any matters encompassed in the Act.

If there is reason to suspect that false or misleading information has been provided in any aspect of their application, the teacher will be advised in writing of the nature of the allegations and their right to natural justice.

## 8 Grievance process

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A teacher aggrieved at an action or decision of an officer of the Teachers Registration Board relating to their application for registration or renewal, should provide written details of their grievance in writing addressed to the Registrar.

The document should:

- 8.1 give details of full name, address and teacher reference number;
- 8.2 outline the reason for the grievance;
- 8.3 be sent to the Teachers Registration Board no later than three months after the date when the problem occurred.

The teacher will be contacted within 28 days from the date upon which the letter is received by the Registrar.

## 9 Review and appeal processes

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If an applicant is dissatisfied with a decision of the Board in respect to their complaint/grievance, they can request the decision be reviewed.

The request must be in writing and lodged within 21 days of the date the teacher was informed of the decision. A Sub-Committee of the Board will hear the matter at an Admissions Hearing. The teacher is entitled to attend and/or be represented at this hearing.

Applicants have a right of appeal to the Administrative and Disciplinary Division of the District Court against a decision of the Teachers Registration Board.

## 10 References and Links

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[\*Teachers Registration and Standards Act 2004\*](#)

[www.trb.sa.edu.au](http://www.trb.sa.edu.au)) Teachers Registration Board of South Australia

[www.trb.sa.edu.au](http://www.trb.sa.edu.au)) English Language Proficiency Exemption Guide