



U3A MELBOURNE CITY INCORPORATED

Association No: A0045765E ABN: 84932435817

Foreign Languages Policy

Aims:

The aims of the Policy on foreign language study are to:

- integrate the language program into a coherent study pathway, where possible;
- widen members' choice of courses and maintain equitable access;
- provide classes with members of similar foreign language skill levels;
- facilitate progression by members to higher levels where possible.

Enrolment Rules:

Language courses are divided into two groups:

- Group 1 being core language study courses and
- Group 2 being conversation and culture courses.

1. Each language class has been designated as either Group 1 or Group 2. (Please refer to the Course Guide).
2. During the initial enrolment period for Yearlong Courses Members are restricted to enrol in a maximum of 2 language courses, with only Group1 course and one Group 2 course permitted.

At a predetermined date each year, before Term 1 commences, this rule will be suspended to allow enrolment in additional language courses where places are available and subject to tutor approval.

3. Tutors set the prerequisites to meet the language requirements for the class and to decide if an applicant meets these prerequisites.
4. Enrolment in the majority of language courses is provisional (i.e. you will be waitlisted) until Tutor approval.
5. All classes must have a Tutor approved by the Course Coordinator.