Academy of Interactive Technology

Academic Progression Policy

Higher Education

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Approved by:	Group Quality, Accreditation & Compliance
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Maintenance Owner:	Group Quality, Accreditation & Compliance

NextEd Group

Academy of Interactive Technology | Coder Academy | Greenwich Higher Education | ISCD

NextEd Group Limited (ABN 75105012066) is the ultimate holding company of Academy of Interactive Technology Pty Ltd (ABN 35094133641) also trading as Coder Academy Australia, Greenwich Higher Education, and ISCD

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Section 1 – Introduction

1. Purpose

To provide all students the opportunity to demonstrate the competencies required to achieve their educational and career aspirations. The purpose of this policy is to provide information on the:

i) process of identifying students who are at risk of not making satisfactory academic progress.
ii) intervention strategies used to ensure that students have access to appropriate support mechanisms.

2. Scope

This policy applies to all students, staff and courses delivered by Academy of Interactive Technology Pty Ltd, ABN 35094133641, (also trading as and Coder Academy, Greenwich Higher Education, and ISCD) RTO: 90511, Registered Higher Education Provider PRV12005, CRICOS: 02155J

3. Definitions

Word/Term	Definition
Course Progression	To successfully complete a course, students must pass the required volume of assessments in each Study Block, as outlined in the course and subject outlines.
Study Period	Defined periods when subjects or units are scheduled for course delivery.
Reasonable Adjustment (Academic Progression Support)	Reasonable adjustment refers to appropriate and proportionate modifications or support strategies implemented to assist students who are experiencing difficulties meeting academic progression requirements. These adjustments are designed to provide students with a fair opportunity to successfully engage with, participate in, and complete their studies without compromising the integrity, learning outcomes, competency requirements, or standards of the course.

Section 2 – Policy

1. Monitoring Course Progress

Students are required to progressively submit assessments throughout a subject. During each study period, student progress is monitored and students will be contacted if there are early indicators they may be at risk of not successfully completing their assessments.

2. Academic Support

The organisation supports students who are not meeting course progress requirements by:

- Identifying students at risk of or not meeting course progression requirements and making sure students understand the requirements.
- Providing opportunities for study support and guidance on study skills.

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- Advising students of their options for re-evaluation or re-submission where results had previously been deemed unsatisfactory.
- Advising students on the suitability of the course in which they are enrolled.
- Providing counsel to students where they feel circumstances beyond their control are impacting their ability to academically progress.

3. Engagement Requirements

When students opt to study with the college, the expectation is that they will maintain regular and consistent engagement in their studies. This includes attending all scheduled classes as well as regularly accessing the course material published in the Learning Management System (LMS). For students studying on a student visa, failure to maintain a sufficient level of engagement may result in a breach of their visa conditions. For students accessing a HELP Loan, failure to maintain a sufficient level of engagement may result in loss of access to the loan or cancelation of enrolment.

4. Progression Requirements

Students are required to progressively submit assessments throughout a study period. During a study period, educators will monitor student progress and students will be contacted if they fail to hand in an assessment by the due date or have not actively logged into the Learning Management System in two or more consecutive weeks. To assist students in maintaining satisfactory progression, educators may offer additional support, guidance or feedback. All assessments in a study period need to be completed and submitted by their published due date. To successfully complete a subject, students must meet the pass considerations outlined on the relevant subject outline.

Where a student does not receive a passing mark in 50% of the subjects or units undertaken during a study period, they will not have met the progression requirements for the period. In these circumstances, an intervention strategy will be implemented.

5. Intervention Strategies

If a student is showing indications of non-engagement and/or non-progression (i.e. not attending scheduled classes, not engaging with the LMS, not passing or submitting assessments), the student may be deemed at risk of progressing, and may be issued with an intervention strategy as a result. The intervention strategy is known as a Progression Agreement. Student intervention strategies are intended to support students to successfully complete their studies. Active student participation in the intervention strategy is monitored, and participation is viewed favourably if a student is at risk of being excluded from their course due to non-progression.

This policy is part of the Reasonable Adjustment and Study Support Framework at NextEd. Reasonable adjustment, as defined in this policy is modifications or support strategies implemented to assist students who are experiencing difficulties meeting academic progression requirements.

The Progression Agreement may include strategies such as adjusted study loads, additional academic support, extended assessment timelines where appropriate, structured study plans, increased educator or academic support contact, language and literacy assistance, or referral to

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support services.

6. Implication of not adhering to Progression Requirements

Where students do not meet progression expectations after intervention strategies have been implemented, they may be required to withdraw from a course.

7. Implication of Non-Progression upon Students Studying on a Student Visa

When a student studying on a student visa has unsatisfactory course progress for two consecutive study periods, this could result in the student being excluded from their course due to non-progression. If the student is excluded from their course due to non-progression, they will be reported to The Department of Home Affairs for not fulfilling the conditions of their student visa, which may result in the cancellation of their student visa.

Section 3 – Supporting Information

Document name	Document type	Location
Student Code of Conduct	Policy	Internal
Student Handbook	Policy Guide	Internal
National Code 2018	Government Standards	External
TEQSA Higher Education Standards Framework (Threshold Standards) 2021	Regulatory Standards	External
TEQSA Guidance Note: Monitoring and Analysis of Student Performance	Policy Guide	External
Higher Education Support Amendment (Response to the Australian Universities Accord Interim Report) Act 2023	Legislation	External
Higher Education Provider Guidelines 2023 (HEP Guidelines)	Policy Guide	External
Broadcasting Services Act 1999	Legislation	External
Study Assist (FEE HELP Student loan publications)	Government Guidelines	External
Assessment Policy	Policy	Internal
Support for Students	Policy	Internal

Section 4 – Change History

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Version	Approval date	Approved by	Approved by	Change
V1.0	17 June 2024	NextEd Group	General Manager, Group Quality, Accreditation & Compliance	New policy
		Technology & Design Division	General Manager	
V1.1	17 September 2025	NextEd Group	General Manager, Group Quality, Accreditation & Compliance	Update to include reference to 'Greenwich Higher Education'
		Technology & Design Division	General Manager	
V1.2	26 June 2026	Group Quality, Accreditation & Compliance	Academic Board	Update to include reference to Reasonable Adjustment and Study Support Framework and procedural document 'Progression Agreement'

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