

Name: International Students' Attendance
Number: AC-06/10

Policy Owner:	International Director	Date Approved:	November 2006
Category:	Academic	Date Last Revised:	February 2022
Authorised by	Academic Approvals Committee	Next Review Date:	Transitioning to Te Pūkenga

International Students' Attendance

Te Pūkenga is currently creating their national policy framework. As per the [grandparenting policy](#) any gaps in policy while the framework is being formalised will be addressed by the existing policy at this business division (Te Pūkenga ki Waikato). Unless a policy or procedure is identified as a risk to ākonga, kaimahi and Te Pūkenga, all existing Te Pūkenga ki Waikato policy will remain current until they are replaced or reformed under Te Pūkenga's policy framework. Where risk is identified the policy and or procedure will be reviewed by the appropriate business division policy manager.

1. Purpose and Scope

This policy applies to all students enrolled at Waikato Institute of Technology (Wintec) on a temporary visa issued by Immigration New Zealand. It excludes permanent residents and domestic students.

Monitoring non-attendance is one of the ways the Wintec International Student Support team identify at-risk students. At-risk includes physically or emotionally at-risk or at-risk of not passing a programme successfully.

Wintec has established processes to ensure students are appropriately supported, are successful in their studies. These processes meet the requirements of the [Education \(Pastoral Care of Tertiary and International Students\) Code of Practice 2021](#) (the Code).

The Code supports the wellbeing of tertiary and international learners enrolled with New Zealand education providers and sets out the requirements that providers must meet for the wellbeing and safety of their learners.

The relevant aspects of the Code include, but are not limited to:

Outcome 1: Providers must take a whole-of-provider approach to maintain a strategic and transparent learner wellbeing and safety system that responds to the diverse needs of their learners.

Outcome 3: Providers must foster learning environments that are safe and designed to support positive learning experiences of diverse learner groups.

Outcome 4: Providers must support learners to manage their physical and mental health through information and advice, and to identify and respond to learners who need additional support.

Outcome 8: Signatories must ensure that practices under this code respond effectively to the distinct wellbeing and safety needs of their diverse international tertiary learners.

Outcome 10: Process 6, Immigration matters, (b) reporting to Immigration New Zealand known or suspected breaches of visa conditions by international tertiary learners.

2. Policy Statement

Wintec will monitor and follow up on non-attendance of international students, and report internally and externally as appropriate, to ensure safety and wellbeing in line with commitments to the Code.