

## Holiday Policy

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### 1. Purpose

The purpose of this policy is to outline a student's eligibility for holiday weeks as part of an enrolment in the General English (062876A) or English for Academic Preparation (062875B) courses at IELI. In addition to 'fixed holiday weeks', a student is able to schedule 'additional holiday weeks' into their course as per the terms of this policy.

### 2. Scope

This policy applies to all current and prospective students enrolling in the General English (062876A) and English for Academic Preparation (062875B) courses.

### 3. Policy

#### 3.1 Fixed holiday weeks

- 3.1.1 Two fixed one-week holidays are scheduled each calendar year. Please refer to the course dates as published on [www.ieli.sa.edu.au/course-dates/](http://www.ieli.sa.edu.au/course-dates/).

#### 3.2 Additional holiday weeks

- 3.2.1 Additional holiday weeks are optional; a student can choose or choose not to include additional holiday weeks in their course as per the terms of this policy outlined below.
- 3.2.2 A student is eligible for an additional 5 weeks or 1 study session of holiday per 20 weeks of enrolled study, i.e. a student enrolled in 40 weeks of study is eligible for up to 2 study sessions or 10 weeks of additional holiday.
- 3.2.3 Any additional holiday weeks needs to coincide with the dates of a study session as published on [www.ieli.sa.edu.au/course-dates/](http://www.ieli.sa.edu.au/course-dates/).
- 3.2.4 Additional holiday weeks cannot be scheduled in either the first 5 weeks or the final 5 weeks of a student's course.
- 3.2.5 Additional holiday weeks must not be scheduled in consecutive study sessions.
- 3.2.6 Additional holiday weeks must be requested during the course application and offer stage of the enrolment process.

**Responsible Officer:** Admissions and Compliance Coordinator

**Approval Date:** 19<sup>th</sup> May 2021

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**Responsible Officer:** Admissions and Compliance Coordinator

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