

# Melbourne Rudolf Steiner Seminar Ltd

A.C.N. 081 055 110  
RTO 3948 CRICOS 01812M VET Fee-HELP Provider: 7052

**Advanced Diploma of Rudolf Steiner Education** (course code 69801, CRICOS code 071548J)

## Access and Equity Policy for Adult Education Courses

### General Ethos

Institutions, based on the work of Rudolf Steiner, are committed to the development of the maximum potential of a person. Each person is viewed as an individual regardless of age, gender, national background, sexual orientation or physical appearance. The Melbourne Rudolf Steiner Seminar adheres to this ethical principle in the treatment of tutors, students and other staff and undertakes to treat each student and staff member fairly.

### General Access – Enrolment Selection

The Melbourne Rudolf Steiner Seminar (MRSS) upholds the principle that all persons seeking to enrol are treated fairly and equitably. MRSS has open, fair, clear and transparent procedures that are based on clearly defined entry criteria for making decisions about the selection of students. Students will be selected on merit based on the published criteria. MRSS will ensure that throughout the process of selection and admission, applicants are treated courteously and expeditiously.

MRSS will make its courses accessible to persons who aspire to this field of adult education and have the potential to succeed. The courses are open to a wide range of people of different ages and from various backgrounds. Students must be 18 years of age and have completed 12 years of schooling or equivalent or qualify for mature age entry of 20 years or over.

Access to the courses is by application, submission of a hand written biography (about 500 words) and a subsequent interview conducted by the course coordinator and at least one tutor. Each applicant will be interviewed and assessed for their suitability to the course for which they are applying on an individual basis. The selection criteria are listed as follows:

- ability to work harmoniously in a group.
- ability to cope practically with the demands of the course and its study time commitments, written assignments and assessment
- ability to embrace the Anthroposophical thoughts in an open manner while exploring ideas.
- ability to undertake the course at the required academic level.
- ability to present a meaningful picture of background life experiences leading to the impulse to train to be a teacher.

37A Wellington Park Drive, WARRANWOOD, VIC., AUSTRALIA 3134

[www.steinerseminar.com](http://www.steinerseminar.com) TEL: (03) 9876 5199 FAX: (03) 9876 7984 [office@steinerseminar.com](mailto:office@steinerseminar.com)

# Melbourne Rudolf Steiner Seminar Ltd

A.C.N. 081 055 110  
RTO 3948 CRICOS 01812M VET Fee-HELP Provider: 7052

## **Advanced Diploma of Rudolf Steiner Education** (course code 69801, CRICOS code 071548J)

The Melbourne Rudolf Steiner Seminar is committed to ensuring that all enrolled students get a fair chance and the support they may need to succeed in an environment of equal opportunity.

### **Assistance with literacy and numeracy skills**

If there are doubts about a student's skills in these areas after the interview and after viewing the written biography, there will be a further assessment by the Creative Writing tutor who has broad experience in literacy education, or the Mathematics tutor of the Advanced Diploma Course in Rudolf Steiner Education at the Melbourne Rudolf Steiner School. If appropriate, the student will be given special support in writing assignments or will be directed to agencies, which are able to assist with these skills. Tutors are available for further discussion and guidance for students with difficulties in either conceptual or practical areas of the training. Where appropriate, students with dyslexia will be offered alternative ways of presenting assignments.

### **Assistance for students from a non-English speaking background**

It is essential that NESB students have a good command of English because the philosophical content of the course demands a grasp of subtle concepts. The Melbourne Rudolf Steiner Seminar accepts the positive outcome of the English examination, which overseas applicants have to undergo in the process of applying for a student visa, as generally sufficient. Students with specific problems will be referred to a suitable agency.

### **Special Needs**

Each student is regarded as a unique individual regardless of age, gender, national background or physical disability, etc and it is the policy of the Melbourne Rudolf Steiner Seminar that the needs and problems of each student are to be respected and addressed. To this purpose, the initial interview will establish individual needs as related to the course and the interviewers will discuss with the applicant possible ways of addressing these needs. If an applicant expresses the wish to become a teacher in a Steiner School or Kindergarten and the applicant has a disability, the interviewers would thoroughly discuss this issue with the applicant. Where possible, alternative pathways will be pointed out, through which the student may find involvement and work within the Steiner Education network. If a student is prevented from participating in a particular class because of a disability and yet is capable of attending all other classes and of participating fully in the course, the student may be exempt from that subject. He will be required to attend as an observer and will have particular tasks set by the tutor in order to deepen the student's understanding of the subject despite their inability to fully participate.

### **Access to buildings**

All buildings have wheelchair access.

37A Wellington Park Drive, WARRANWOOD, VIC., AUSTRALIA 3134

[www.steinerseminar.com](http://www.steinerseminar.com) TEL: (03) 9876 5199 FAX: (03) 9876 7984 [office@steinerseminar.com](mailto:office@steinerseminar.com)

# Melbourne Rudolf Steiner Seminar Ltd

A.C.N. 081 055 110  
RTO 3948 CRICOS 01812M VET Fee-HELP Provider: 7052

## **Advanced Diploma of Rudolf Steiner Education** (course code 69801, CRICOS code 071548J)

### **Time tabling**

The Advanced Diploma Course of Rudolf Steiner Education (course code 69801, CRICOS code 071548J) is largely programmed to coincide with school terms and holiday times so that parents of school age children can do the course with minimal disruption to their family lives.

### **Financial Assistance**

The Melbourne Rudolf Steiner Seminar Ltd may offer assistance to students with financial problems. There is provision for individual fee payment arrangements and for repayment the outstanding fees after completion of the course. Special fee agreements are arranged through the Finance Officer.

37A Wellington Park Drive, WARRANWOOD, VIC., AUSTRALIA 3134  
[www.steinerseminar.com](http://www.steinerseminar.com) TEL: (03) 9876 5199 FAX: (03) 9876 7984 [office@steinerseminar.com](mailto:office@steinerseminar.com)