English as an Additional Language or Dialect (EAL/D) eligibility process for Year 12 enrolment

The EAL/D courses are available to students who speak English as an additional language or dialect, and whose use of Standard Australian English (SAE) is restricted or still developing. Schools are responsible for determining the eligibility of a student to enrol in any EAL/D Year 12 course (i.e. ATAR, General or Foundation).

For a student to gain approval of eligibility to enrol in the EAL/D ATAR Year 12 course, they must complete an online eligibility declaration along with the required supporting documentation before the deadline published on the EAL/D course page on the Authority website and in the Activities Schedule. Teachers must verify the information and provide a recommendation on endorsement by the principal before the deadline published on the EAL/D course page on the Authority website and in the *Activities Schedule*. Principal endorsement must be finalised by the Year 12 enrolment deadline as published in the *Activities Schedule*.

Any student who has not had their EAL/D eligibility finalised and endorsed by the Year 12 enrolment deadline, as published in the *Activities Schedule* for that year, will not be able to enrol in the EAL/D ATAR Year 12 course for that year.

To complete the online declaration, the student will need to use a computer, either at home or at school. If you have any questions, ask your child's EAL/D teacher or school administration to help you.

Five steps in the online EAL/D eligibility process
Step 1: Log in to the student portal: https://studentportal.scsa.wa.edu.au
Step 2: Start the EAL/D eligibility application
Step 3: Upload the supporting documents
Step 4: Submit the EAL/D eligibility application
Step 5: Check the student portal for the outcome of the eligibility application process

Required information
The student will need to provide the following details:
- country of birth
- country of birth — mother and father (or carer/s)
- countries previously lived in
- nationality
- languages spoken at home
- details of the schools attended for each school year from Kindergarten.

Supporting documents
Students must ensure that they attach relevant required evidence for the selected criteria, such as:
- copies of school reports or letters from schools indicating achievement in English from schools attended outside of Australia
- copies of school reports or letters from schools indicating achievement in English from schools within Australia
- any other documentation or evidence that may support the student's declaration.

Students will need to save the supporting documents to their computer or mobile device as **.pdf**, **.jpg**, **.jpeg** or **.png** files, with **a maximum size of 4MB** for each file. **Word** documents will **not** be accepted.

For further information or support, please contact your child's EAL/D teacher or the school administration or Louise Dodman, Principal Consultant – EAL/D at louise.dodman@scsa.wa.edu.au or 9273 6785.