Fitness for Study Policy

1. Purpose

The policy aims to support students in maintaining their health, safety, and wellbeing to ensure they, and others, can continue their studies effectively. The policy aims to uphold a safe, inclusive, and respectful campus culture while ensuring appropriate measures are taken to address any concerns.

While the Institution has various support policies, procedures and services in place to ensure the personal wellbeing and academic success of its students, there may be instances where students may require additional support to identify whether they are fit to study.

The Fitness for Study Policy provides a structured framework for timely intervention and collaboration between students and staff to address any concerns about a student's fitness to study.

This policy should be read in conjunction with:

- Student Wellness Policy
- Student Wellness Procedures
- Support for Students Policy
- Disability Policy
- Student Disability Support Procedures
- Student Code of Conduct
- General Misconduct Policy
- Critical Incident Policy
- Critical Incident Management Procedures

2. Scope

This policy applies to all students. It covers significant conditions, diagnoses, behaviours or actions that may deem a student to be unfit to study. It also applies if a student's behaviour is impacting other students' ability to complete their courses and/or the overall wellbeing and safety of the Institution's community. This includes any actions that may pose a risk to others or disruptions to the campus and/or learning environment. This policy does not apply to the usual day-

to-day supports a student may require (e.g. as a result of a disability, stable mental health conditions, academic interventions, etc.); its implementation is normally reserved for significant risks or concerns.

3. Definitions

See the *Glossary of Terms* for definitions for:

- Fitness for study
- Unfit to study

4. Policy statements

4.1 The Institution is committed to offering support and timely intervention to address any concerns regarding a student's fitness to study.

4.2 All matters related to a student's fitness to study are handled with strict confidentiality. However, there are specific circumstances where information may be shared for the implementation of the policy or to comply with legal requirements.

4.3 Action is taken to address any emerging concerns about a student's fitness to study. This involves creating a personalised support plan or an Access Plan, if the student has been diagnosed with a physical, mental or neurological condition. The support plan is tailored to provide targeted support and help the student's issue(s) and/or condition(s) before they escalate, in accordance with the Student Wellness Procedures.

4.4 If concerns arise or become more serious, the Institution may recommend additional support measures (e.g., external counselling, study modality changes) or that the student take a leave of absence to allow them to address their health and wellbeing needs.

4.5 When significant concerns persist, the Registrar forms a panel consisting of the Deputy Registrar, Student Success Centre Manager, Chief Operations Officer and any relevant academic representatives as required to review the situation comprehensively. The panel may decide on enhanced action plans, intervention strategies which may include recommending a leave of absence or suspending the student's enrolment, or, in some cases, determine that the student should withdraw from the Institution to focus on their health. Students who do not

comply, may have their enrolment suspended or cancelled.

4.6 When significant concerns arise (e.g., a student is at risk of harming themselves or others), the Institution may need to notify a student's nominated emergency contact, as this may be necessary to ensure their safety and wellbeing, even if it involves sharing information that is typically confidential. See also the Critical Incident Policy

4.7 Students who are dissatisfied with a fitness to study outcome may lodge a complaint in accordance with the Complaints and Appeals Policy.

5. Roles and responsibilities

5.1 The PVC (Employability) and Registrar is the responsible officer for this policy and for overseeing its implementation. The Registrar convenes a fitness for study panel for students who pose a significant risk to themselves or others.

5.2 The Student Success Centre is responsible for providing various support services or referral to external counselling services.

5.3 Staff are responsible for identifying students who may require some form of advice, support and/or counselling, and referring the student to the Student Success Centre as required. Staff should be aware of their own personal and professional limitations and refer the management of any student to those with relevant expertise as required.

5.4 Students are responsible for seeking relevant support and/or professional assistance where personal circumstances are having an adverse effect on their education, and contacting relevant support services should they receive any informal or formal feedback regarding concerns for their progress or wellness.

6. Related documents

Academic Progression Policy

Critical Incident Policy

Critical Incident Management Procedures

Disability Policy

General Misconduct Policy

Student Code of Conduct

Student Wellness Policy

Student Wellness Procedures

Support for Students Policy

Student Code of Conduct

Student Disability Support Procedures

Suspension and Cancellation Procedures

Summary of changes	Approved by	Approval date
Created	Academic Board	21 February 2025
Minor edits including clarifying that when significant concerns arise (e.g., a student is at risk of harming themselves or others), the Institution may need to notify a student's emergency contact, as this may be necessary to ensure their safety and wellbeing, even if it involves sharing information that is typically confidential.	Academic Board	21 November 2025
Vice President (Student Life) position removed and replaced with the Deputy Registrar	EMG	12 February 2026