Fair Treatment and Equal Benefits Policy

1   Background

Menzies Institute of Technology supports the concept of equal opportunity and is committed to providing all staff, students and potential students with a working and learning environment which values diversity, respects differences and provides an environment that is safe, healthy, positive, supportive and free from all forms of harassment, bullying and discrimination. In specific for the Diploma of Nursing program, all students have equal opportunity to meet the NMBA Enrolled nurse standards for practice regardless of the mode or location of program delivery.

2   Definitions

2.1   "The Institute" refers to Menzies Institute of Technology.

3   Policy

3.1 Fair Treatment

The Institute will treat fairly all Students and Potential Students.

3.2 Student Selection

The Institute has open, fair and transparent procedures, based on merit for making decisions about:

- the selection, from among Potential Students; and
- the treatment of Students.

Potential Students seeking to enrol in a VET unit of study with the Institute, regardless of their background, circumstances or eligibility for funding, will be assessed for entry to study through the same published entry requirements and through the same process.

Please refer to the section criteria and procedure outlined in *MITP11 Admissions Policy and Procedure*

The above paragraph does not prevent the Institute taking into account, in making decisions mentioned above, educational disadvantages that a particular Student or Potential Student has experienced or the fact that the student or Potential Student may be enrolled via a VET restricted access arrangement. The Institute encourages all Aboriginal and Torres Strait Islander students to enroll.

3.3 Fair treatment and equal opportunity during enrolment

All students have equal opportunity to meet the course completion requirements and also any registration standards required post completion of the course such as the NMBA Enrolled nurse standards for practice. This will be maintained by the policies that provide equal opportunity and treatment without bias for students during the study enrolment at the Institute such as:

- MITP04 Student Code of Conduct
- MITP07 Complaints and Appeals Policy and Procedure
- MITP21 Bullying, Harassment and Discrimination Prevention Policy and Procedure
- MITP23 Plagiarism, Collusion and Cheating Policy and Procedure
- MITP91 Special Consideration Policy and Procedure

3.4 Publication

This Fair Treatment and Equal Benefits and Opportunity Policy and Procedure will be made available to Students and Potential Students through publication on the website https://menzies.vic.edu.au/students/policies-and-forms/

4   Review

This policy will be subjected to a review and update at intervals of three years from the approval date. Exceptions to frequency of review can be made if necessary. Any person who wishes to enter a complaint concerning this policy may do so in accordance with the appropriate policies.

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Relevant Standards:	ENAC Standards 2017, 6.5
Related Policies/Documents:	

Responsibility:	Student Admissions and Support Officer, Head of Operations, Course Coordinators	
Approved By:	PEO	
Date Approved:	1/09/2019	
Next Review Date:	1/09/2021	

Version Control and Change History:

Version Number	Approval Date	Amendment
1	10/2/2012	Creation of policy
2	1/3/2012	Amend clause 2.4
3	18/5/2012	Amend clause 3.2
4	1/6/2012	Amend clause 3.3
5	1/6/2014	Update review date
6	1/9/2016	Reviewed and updated the next review date
7	1/9/2017	Reviewed, amended the term 'VET Fee Help' to 'VET Student Loans' and updated the next review date
8	1/09/2019	Reviewed and removed VET FEE Help and VET student loans items as no longer relevant, updated based on new ENAC standards requirements