

Private Education Regulations 28 (1) Disclosures - 15 items (a) to (o)

Disclosure

28.—(1) Every registered private education institution shall ensure that the following information is made available to its students, intending students and prospective students in such form or manner as to be easily accessible by them:

- (a) the registration number of the private education institution;
- (b) the name of the private education institution and the names of all of its schools and departments or faculties thereof, where applicable;
- (c) the addresses of all registered premises of the private education institution;
- (d) accurate visual representations of the registered premises of the private education institution, including one or more photographs or video recordings of the registered premises;
- (e) the number of classrooms in the registered premises of the private education institution, and the floor area and capacity of each classroom;
- (f) the facilities and equipment the private education institution provides;
- (g) the name of every manager of the private education institution;
- (h) the name of every member of the Academic Board and the Examination Board of the private education institution;
- (i) the organisation structure of the private education institution, and the names of the persons having charge of or responsibility for every school, or department or faculty thereof, and every other section of the private education institution;
- (j) the names of all the courses which the private education institution has the permission of the Agency to offer or provide under section 43(1) of the Act, and the modules or subjects thereof;
- (k) the name of every teacher deployed, the course or the module or subject thereof the teacher is deployed to teach, and whether the teacher teaches the course, module or subject on a full-time or part-time basis;
- (l) the qualifications of every teacher referred to in sub-paragraph (k) in the field to which the course, module or subject he is deployed to teach relates and the name of the education institution which conferred each relevant qualification;
- (m) information on the courses referred to in sub-paragraph (j), including —
 - (i) the manner in which every course will be taught;
 - (ii) the requirements for enrolment and graduation in respect of every course;
 - (iii) the manner in which every assessment or examination for every course will be conducted;
 - (iv) the duration of every course, and whether offered or provided on a full-time or part-time basis;
 - (v) the commencement date and end date of every course; and
 - (vi) the terms or requirements of any industrial attachment;
- (n) the average teacher-student ratio for every course referred to in sub-paragraph (j); and
- (o) all course money payable by students for every course referred to in sub-paragraph (j).