

Code of Practice

Members of StudyPerth – 2026 Update

Purpose

This Code of Practice sets out the standards of conduct expected of all StudyPerth members. By becoming or remaining a member, an organisation agrees to comply with this Code.

As per Rule 28.5 of the StudyPerth Rules, a member who breaches any provision of this Code may be subject to disciplinary action in accordance with Rule 12, including suspension or expulsion. The Board may determine the appropriate action depending on the nature and severity of the breach.

1. Support for StudyPerth

Members will support the interests of StudyPerth and contribute positively to the promotion of Perth and Western Australia as high-quality international education destinations.

2. Professional Conduct

Members will at all times act with honesty, integrity, professionalism and respect in their dealings as a member of StudyPerth, including interactions with:

- Students
- Other members
- Education agents
- Government and industry stakeholders

Members must not knowingly misrepresent StudyPerth, its activities, or other members.

3a. Compliance With Laws and Standards

Members must comply with all relevant Commonwealth and Western Australian laws and regulatory requirements applicable to their operations, including those relating to:

- Education and training provision
- Consumer protection
- Workplace laws
- Privacy and data protection

Members must maintain any registrations, licences, accreditations or approvals required to operate their services.

Members must also ensure that their operations remain sustainable and capable of delivering services to students in accordance with regulatory and contractual obligations.

3b. Financial Viability and Continuity

Members must maintain financial viability and appropriate business continuity arrangements to support ongoing delivery of services to students.

Members must notify StudyPerth of any event that may materially affect their ability to meet these obligations.

3c. Notification of Material Events

Members must notify StudyPerth in writing within 14 days of becoming aware of any material matter that may reasonably impact their regulatory standing, financial viability, operational capacity or reputation.

Notifiable matters include (but are not limited to):

- Regulatory action, sanctions, suspension or conditions imposed by a regulator
- CRICOS, registration or accreditation issues
- Visa integrity concerns or government investigations
- Litigation or significant legal disputes
- Insolvency events or financial distress
- Campus closures, teach-out arrangements or major delivery changes
- Significant adverse media coverage

Members must provide sufficient detail to enable StudyPerth to assess any potential impact on students, the sector and the reputation of StudyPerth.

4. Student Welfare and Ethical Practice

Members will act in the best interests of international students and will:

- Provide accurate, clear and timely information regarding courses, services, fees and outcomes
- Maintain appropriate student safety, welfare and support arrangements
- Avoid misleading or deceptive conduct in student recruitment or marketing

Members are responsible for ensuring that agents or representatives acting on their behalf operate lawfully and ethically.

5. Respectful Engagement With Other Members

Members will act collegially toward other StudyPerth members and will not:

- Engage in conduct that unfairly damages another member's reputation
- Misuse StudyPerth events, platforms or activities for inappropriate direct targeting of other members' students

6. Use of the StudyPerth Brand

Members may only use StudyPerth branding, logos or references in accordance with StudyPerth brand guidelines and must not imply endorsement of specific products or services unless expressly authorised.

7. Confidentiality

Members must treat non-public information obtained through StudyPerth activities, meetings, committees, partnerships or reporting processes as confidential unless authorised for release.

8. Conflicts of Interest

Members will declare any actual or perceived conflicts of interest that arise in connection with StudyPerth committees, projects, grants or activities.

9. Reputational Protection

Members must not engage in conduct that could reasonably bring StudyPerth into disrepute. Concerns about StudyPerth operations or decisions should be raised through appropriate internal channels.

10. Participation and Good Faith

Members agree to engage in good faith in StudyPerth initiatives they commit to and to provide accurate information when reasonably requested for reporting, advocacy or research purposes.

11. Change of Ownership or Control

To ensure ongoing alignment with StudyPerth standards, members must:

1. Notify StudyPerth in writing within 14 days of any:
 - Change of ownership
 - Change in controlling interest
 - Merger, acquisition or major corporate restructure

- Change in legal entity name or ABN
- 2. Provide supporting information as reasonably requested by StudyPerth, which may include:
 - Ownership and corporate structure details
 - ASIC or equivalent registration records
 - Key personnel changes
 - Current regulatory standing
 - A written declaration confirming continued compliance with this Code
- 3. A change of ownership or control will trigger a review of membership by the Board to determine whether the organisation continues to meet the standards and intent of StudyPerth membership.
- 4. Membership is not automatically transferable to a new legal entity without Board approval.
- 5. Members must disclose any material change to their operations, delivery model, student cohort profile or compliance status.
- 6. Where the Board considers there is a material risk arising from a change of ownership or control, it may impose interim conditions, including temporary suspension of membership benefits, pending completion of its review.

12. Breach and Review

Where a potential breach of this Code is identified, the Board or its delegated authority (including the Chair, CEO or a Board committee), may investigate the matter and will provide the member with an opportunity to respond.

In determining an appropriate response, the Board may apply a proportionate and graduated approach, including:

- Informal warning
- Requirement for corrective action
- Implementation of a rectification plan
- Temporary suspension of membership benefits
- Restrictions on participation in StudyPerth activities or use of branding
- Probationary membership status
- Suspension or expulsion

The Board may determine the appropriate action based on the nature, severity and risk associated with the matter.

Where a breach or risk is identified, the Board may require the member to implement a corrective action plan, including defined actions, timeframes, reporting milestones and evidence of remediation.

13. Alignment With StudyPerth Purpose

Members must operate in a manner consistent with the purpose, values and strategic objectives of StudyPerth.

14. Annual Declaration

Members may be required to provide an annual declaration confirming:

- Ongoing compliance with this Code
- Disclosure of any notifiable matters
- That no material issues have been withheld

StudyPerth may request supporting information where required.

15. Review of Decisions

A member may request a review of a decision made under this Code by submitting a written request to the Chair within a reasonable timeframe.

The Board may determine an appropriate review process, which may include consideration by an independent party where appropriate.

Adopted by the Board of StudyPerth: 23 April 2026

StudyPerth Members' Code of Practice

Annual Compliance Declaration

On behalf of _____ **[Member Organisation]** _____, I declare that:

1. I am authorised to make this declaration on behalf of the organisation.
2. To the best of my knowledge, the organisation has complied with the StudyPerth Members' Code of Practice during the preceding 12 months (or since becoming a member), including disclosure of any material matters required under the Code.
3. The organisation agrees to continue to comply with the StudyPerth Members' Code of Practice and to promptly notify StudyPerth of any material matters that may arise during the period of its membership.

Member Organisation _____

Name _____

Position _____

Signature _____

Date _____

Please return the completed declaration page to members@studypertth.com.au