



National Code Implementation Group (NCIG) Meeting

**Thursday April 10, 2008, 10.00 am
James McNeill room, Building 3a Clayton campus**

Agenda

1. **Attendance and apologies**
2. **[Minutes of previous meeting](#)**
3. **ESOS implementation work**
4. **ESOS compliance report**
 - **DEEWR information requests**
 - **VIDC ESOS meeting**
5. **Status and approval of Policies and procedures**
6. **Written agreement with students (offer letters and acceptance documents)**
7. **ESOS web page and manual**
8. **ESOS training**
9. **Callista keying, ESOS notes and reporting information required**
10. **Forms and MRS reports**
 - **Underload form**
 - **Duration report**
 - **WES and Underloading**
11. **Proposal to incorporate NCIG into EAG**
12. **Other Business**