

APPLICATION FORM

4 /29-35 Bellevue Street Surry Hills NSW 2010
Ph: +61 (0)2 9699 4588 Email: dos@canterburyla.com.au
Fax: +61 (0)2 9280 3858

PERSONAL DETAILS

Family Name:	<input type="text"/>	Given Name:	<input type="text"/>
Date of Birth	<input type="text"/> <input type="text"/> <input type="text"/>	Gender:	<input type="checkbox"/> Male <input type="checkbox"/> Female
Citizenship:	<input type="text"/>	Telephone:	<input type="text"/>
Passport Number:	<input type="text"/>	Mobile:	<input type="text"/>
Australian Visa Number:	<input type="text"/>	E-mail:	<input type="text"/>
Visa Type:	<input type="text"/>	Expiry Date:	<input type="text"/> <input type="text"/> 20__
Overseas Address:	<input type="text"/> State <input type="text"/> Country		
Address in Australia:	<input type="text"/> State <input type="text"/> Post Code		

Note: If you apply through an approved Canterbury Language Academy agent, all correspondence will be forwarded through that agent.

Do you have a disability, impairment or long term medical condition which may affect your studies? Yes No

If yes, please provide details:

COURSE DETAILS

<input type="checkbox"/> General English (CRICOS Code 073622K) Duration 4-50 Weeks (20hours per week)	<input type="checkbox"/> IELTS Preparation (CRICOS Code 055132M) * Duration 10-20 Weeks (20hours per week)
<input type="checkbox"/> Advanced English for Academic Study (EAP) (CRICOS Code 052248A) Duration 10-40 Weeks (20 hours per week)	
Course Commencement Date: <input type="text"/> / <input type="text"/> / <input type="text"/>	Course End Date: <input type="text"/> / <input type="text"/> / <input type="text"/>
Course Duration: <input type="text"/> weeks	Shift: <input type="checkbox"/> Morning 9 am to 3pm <input type="checkbox"/> Evening * 4:30pm to 8:45pm

Level of English

Elementary Pre-Intermediate Intermediate Upper Intermediate Advanced

Do you have IELTS/TOFEL/PTE/Other (specify) Score? If **YES** provide score Year taken?

Previous Education

High School College University Other (specify):

Accommodation and Airport Pick up (Read details on the reverse side of this form)

Do you want CLA to organise accommodation? If **YES** How many weeks? Type:

Do you want CLA to organise an airport pick-up service? Yes No If Yes, please provide date of arrival:

Where did you hear about us? Friend Internet Education Agent (Name)

PAYMENT DETAILS (All fees and charges are in Australian Dollars)

Enrolment Fee: (non refundable)	<input type="text"/>
Tuition Fee:	<input type="text"/>
Overseas Student Health Cover:	<input type="text"/>
Accommodation Placement:	<input type="text"/>
Accommodation:	<input type="text"/>
Airport Pick Up:	<input type="text"/>
Total Due on Enrolment:	<input type="text"/>

OFFICE USE ONLY	
Payment Type:	<input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Credit Card
Date Paid:	<input type="text"/>
Amount Paid:	<input type="text"/>
Remakes:	<input type="text"/>



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Declaration

Applicants Signature: _____ Dated: _____

I certify that all the information provided on this form is correct and true. I have read, understood and accept the terms and conditions (page 2)

ACCOMMODATION AND AIRPORT PICK-UP

Canterbury Language Academy (CLA) can arrange the following kinds of accommodation Cost upon request for the following:

Homestay: Living with Australian family (\$270 per week)
Placement fee: \$195

Room Only: Single/shared room

Hostel: Single or shared rooms, some provide meals

Hotel or Motel: Range of rooms and services

Airport Pick Up: Canterbury Language Academy's representative will meet you at Sydney airport and will take you to your accommodation.
Cost: \$120 per person (single). Note: Prices are subject to change.

TERMS AND CONDITIONS

Code of Conduct

A study place has been offered in accordance with the requirements of the Australian Education Council Code of Conduct relating to the provision of education services to overseas students and Education Services for Overseas Students (Registration of providers and Financial Regulation) Act 1991.

Visa Requirements – Attendance and Academic Progress

Students are required to maintain satisfactory attendance which is 80% or more to meet with the Department of Immigration and Border Protection (DIBP) regulations. As per requirements of the National Code of Practice, all international students must undertake a full time study load which is 20 contact hours per week. It is the college's policy to constantly monitor attendance and academic progress of all students. Students who fail to adhere with DIBP regulations in spite of warnings will be notified to the Department of Immigration and Border Protection (DIBP).

Overseas Student Health Cover (OSHC)

All international students are required to pay Overseas Student Health Cover (OSHC) and also for parties included in their application before being issued with a visa. This insurance must be maintained throughout the student's stay in Australia.

All international students are required to pay Overseas Student Health Cover (OSHC) and also for parties included in their application before being issued with a visa. As per student visa compliance, students and their dependants are required to have visa length health cover. Please contact CLA at Level 4, 29 – 35 Bellevue Street Surry Hills NSW 2010, Phone: 612 9699 4588, email: info@canterburyla.com.au for information on fees and charges.

Protection of Fees

As a member of the Australian Council for Private Education and Training (ACPET), CLA adheres to the Tuition Protection Service (TPS). This assurance scheme ensures that if any Australian institute is unable to offer a course for any reason, the student will be offered enrolment in another institute operated by an ACPET member.

Change of Provider

Students on a student visa are not permitted to change their primary provider for the first six (6) months if the course duration is equal to or exceeds 6 months. Students are not permitted to change their primary provider for the entire course duration if this duration is less than six (6) months. CLA may release a student in exceptional circumstances but this must be approved by the Academic Manager.

Payment

Payments can also be forwarded by Telegraphic Transfer or Net Banking.

Account Name: USQ International College Pty Ltd

Account Number: 082-128 56-807-9145

National Australia Bank

402-410 Chapel Rd, Bankstown NSW 2200

SWIFT Code: NATAAU3302S

TELEX-AA30241

Change of Conditions

CLA reserves the right to change its fees, conditions, course times or course commencement dates at any time without notice.

REFUND POLICY

As per ESOS Act 2000 and the ESOS Regulations 2001, a student will be given a full refund if CLA is unable to offer the course.

- In the event of visa refusal, application fee (\$150) is not refundable
- Refund on basis of visa rejection will require copy of the visa rejection notification from the Australian High Commission/DIBP and the official CLA receipt
- Accommodation deposit and Airport Pickup fees are refundable if the visa is not granted
- Tuition fees, Overseas Student Health Cover are refundable where:
 - CLA is advised of the cancellation 28 days or more before the course starts
 - Australia High Commission rejects a visa application
- Requests for refund must be made in writing
- CLA will send the refund to the applicant unless otherwise instructed and authorised in writing
- Tuition fee is not transferable to any other institution or student but may be transferable to other courses at CLA
- If a student withdraws from the course once it has commenced no refund of fees is given
- If a student has given misleading information to CLA, a CLA approved agent and/or any Commonwealth agency of Australia, no refund will be given.
- Under compassionate circumstances such as bereavement (e.g. death of family member) CLA will make a decision of refund on student's fees.
- All refunds will be payable in Australian Dollars. CLA will forward the refund to the applicant's country of origin unless otherwise authorised in writing and in special circumstances.
- CLA will give the student a refund statement that explains how the amount has been worked out.
- The refund is processed within approx 2 weeks.
- In the event CLA defaults, students are protected by the provisions of the ESOS Act 2000, ESOS Regulations 2001 and the Tuition Protection Scheme 2012
- A student dissatisfied with the refund decision handed down by CLA has the right to pursue other legal remedies, which includes independent complaints and appeal handling services provided by a mediation company appointed by CLA.
- This agreement does not remove the right to take further action under Australia's consumer protection laws.
- Students will be advised of this policy before any payment is made to CLA. CLA will not accept any payment from an overseas student or intending overseas student unless the student has received a copy of this refund agreement.

Living Expenses

CLA estimates that the cost of living for international students is approximately AUD\$19830 per year for the main student, \$6940 per year for the student's partner, \$3720 per year for the student's first child and \$2970 per year for every other child. For the most up to date information please visit the Department of Immigration and Border Protection website <http://www.border.gov.au>

School Aged Dependents

Students are advised to make adequate arrangements for any school aged dependents accompanying them to Australia for more than a period of three (3) months. Dependents will be charged full school fees in public or private schools.

Use of Personal Information

The information provided by the student may be disclosed to the Commonwealth and State Government agencies or to the Fund Manager of the ESOS Assurance Fund as required under the ESOS Act and National Code of Practice for providers of Education and Training to Overseas Students.

Class availability

* Evening classes are subject to minimum enrolment numbers.