

APPLICATION FORM

Please ensure that all information you provide on this form is accurate. ETEA will consider this information in assessing your eligibility for study

PART A – APPLICATION INFORMATION				
SELECT COURSE	CRICOS CODE	QUALIFICATION	COURSE DURATION	TUITION FEE
[]	063173B	CHC40302 Certificate IV in Disability Work	1 year	A\$12,200 paid in advance
[]	063172C	CHC40102 Certificate IV in Aged Care	1 year	A\$12,200 paid in advance
[]	066301G	CHC50102 Diploma of Disability Work	2 years	A\$24,400 paid in advance
Airport Pickup	Do you require airport pick up. Please select.		Yes [] No []	Airport Pickup Fee A\$200.00
Overseas Health Cover	Do you require the College to provide you with Overseas Health Cover If no. Please provide details of Overseas Health Cover Policy No..... Period of cover to.....		Yes [] No []	Overseas Health Cover Fee. *Please note OSHC fees may change without notice. *As Quoted

Personal details

Given Name Preferred Name

Name (Family)

Nationality [] Male [] Female Date of Birth/...../.....

Passport No

Home Country Contact Details

Address

Suburb / Town Country.....

Post Code

Telephone Mobile.....

Fax Email

Australian Contact Details (if applicable)

Address

Telephone Mobile.....

Fax Email

Health problems

.....

Person to Contact in an Emergency

Name

Relationship

Address

Telephone Mobile.....

Fax Email

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PART B – EDUCATION AND EXPERIENCE

Highest qualification

English exams completed and score.....

Have you enrolled in a similar course elsewhere? Yes No
 (If you have, you may be eligible for a credit transfer or Recognition of Prior Learning – contact the Business Unit Manager for further information)

Have you been employed in the area covered by the course applied for? Yes No
 (If you have, you may be eligible for Recognition of Prior Learning – contact the Business Unit Manager for further information)

Own assessment of English level Elementary Intermediate Advanced

Language spoken at home..... Other languages spoken

Tell us the reason you want to take our course Career Academic Personal

Other reason to take course.....

Where did you hear about us?

Please make sure you refer to the specific entry requirements that apply to the course you are applying for. These requirements are detailed in the student information section of the prospectus. Each course has a set minimum proficiency in English which must be satisfied.

Part C – Fees

Application Assessment Fee (not refundable) A\$250.00 (This amount is payable before your application will be assessed and it is not refundable.)

The applicable Tuition Fees are set on the first page of this document, but are not payable until after you receive a Letter of Offer

Please make your payment of \$250.00 by Bank Draft to Education Training & Employment Australia Pty Ltd .The assessment will not commence until funds have been cleared.

ADDITIONAL FEES (IF APPLICABLE)

The following categories, if applicable, attract the nominated fees set out below. These fees are payable to ETEA and are available throughout the duration of your studies. If payable, you will be advised. The payment of any of these fees must be by Bank Draft to Education Training & Employment Australia Pty Ltd.

RPL Fee	A\$100.00
Certificate reprint fee	A\$40.00
Academic Transcript reprint fee	A\$20.00
Assessment resit fee	A\$500.00
Airport meeting	A\$200.00
Overseas Health Cover (OSHC)	As quoted

*OSHC price is correct at time of printing; however price is subject to change without notice.
 The College will advise as soon as possible of any price change.*

INCORPORATED TERMS

I agree that if ETEA offers me a place as an international student by means of a Letter of Offer that clauses 2—9 set out in the Part hereof headed "PART D –REFUNDS "shall be incorporated as terms in the offer made to me by ETEA. I further agree I shall be deemed to have accepted THOSE TERMS BY SIGNING AND DATING MY ACCEPTANCE OF THE OFFER.

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PART D – REFUNDS

- 1 The Applicant confirms that all the information provided in this application is complete and correct.
- 2 The Applicant agrees to be bound by the ETEA rules and regulations in force from time to time and to follow acceptable codes of behaviour, attendance and academic performance policies and show concern for other students.
- 3 All fees and charges must be paid in full prior to course commencement unless a “payment plan” is arranged with ETEA. Student tuition fees are safeguarded through the use of insurance and assurance schemes mandated by Australian Legislation.
- 4 Refund applications must be made in writing to ETEA, by email or requesting a refund application form. You can request this from your Student Service Officer (refer the student prospectus for details). Refunds will be refunded within 28 days of receipt of a written application and will include a statement explaining how the refund was calculated.
 - 4.1 Tuition Fee
 - Visa refused 100% refund of tuition fees
 - Where student withdrawals before or after commencement date, refund in accordance with section 27(2) of the Education Services For Overseas Students Act 2000. (it is anticipated that the refund will be not less than 80% of the course fee)
- 5 This agreement, and the availability of complaints and appeals processes, does not remove the right of the student to take action under Australia’s consumer protection laws. If any information, or documentation, provided by you in respect to this Application is false, then, ETEA has the right to refuse or terminate your enrolment and, if either occurs, no refund is payable to you by ETEA.
- 6 In the unlikely event that the ETEA is unable to deliver your course in full, you will be offered a refund of all the course money you have paid to date. The refund will be paid to you within 2 weeks of the day on which the course ceased being provided. Alternatively, you may be offered enrolment in an alternative course by ETEA at no extra cost to you. You have the right to choose whether you would prefer a full refund of course fees, or to accept a place in another course. If you choose placement in another course, we will ask you to sign a document to indicate that you accept the placement. If ETEA is unable to provide a refund or place you in an alternative course our Tuition Assurance Scheme (TAS) ACPET will place you in a suitable alternative course at no extra cost to you. Finally, if ACPET can not place you in a suitable alternative course, the ESOS Assurance Fund Manager will attempt to place you in a suitable alternative course or, if this is not possible, you will be eligible for a refund as calculated by the Fund Manager.
- 7 Fees not listed in the refund section (part 4) are not refundable. Prior to a student enrolling, fees may be altered without notice. Once a student has completed enrolment, fees will not be subject to change for the normal duration of the course. If a course length is extended by the student then any fee increases will be required to be paid for the extended component of the course.
- 8 Students may initiate a request to defer commencement of studies or suspend their studies on the grounds of compassionate or compelling circumstances. Students wishing to defer the commencement of studies or suspend their studies must apply to do so in writing to ETEA. ETEA may decide to suspend or cancel a student’s enrolment on its own initiative as a response to misbehaviour by the student. Deferral of commencement, suspension of enrolment and cancellation of enrolment has to be reported to DIAC and may affect the status of a student visa.
- 9 Students must notify ETEA of changes of address, telephone number, email address and fax number immediately they occur. Failure to do this may mean student do not receive important information which may affect their course, their enrolment or the visa.
- 10 ETEA may take photos at various times and at different locations of students which may be used for advertising and the promotion of ETEA.

Other Information:

Please check the DIAC website (www.immi.gov.au/students/index.htm) for additional or other requirements to obtain your student visa.

Student declaration

I have read this document and acknowledge that the refund conditions are set out in Part D hereof and that those conditions form part of the contract between ETEA and myself if I accept the offer of a place with ETEA. I further acknowledge that the tuition and other fees that are, or maybe payable, are set out in this document.

Information is collected on this form and during your enrolment in order to meet ETEA obligations under the ESOS Act and the National Code 2007; and to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007. Information collected about you on this form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Assurance Scheme and the ESOS Assurance Fund Manager. In other instances information collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law.

Applicant Signature

Date / /

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Student Checklist

To complete your application before submitting to Education Training & Employment Australia Pty Ltd;

HAVE YOU :

Please Tick:

I have selected a course in part A.

I have selected an airport pick up option in part A.

I have selected an Overseas Health Cover option in Part A.

College to provide Overseas Health Cover Yes No

If you have answered NO I have attached details for my OSHC Yes

I have completed in full detail of my
 - Personal Details
 - Home & Country Contact Details
 - Australian Contact Details (if applicable)
 - Person to contact in an Emergency

I have completed all sections in Part B

I have entered & attached certified copies of certification to confirm my highest qualification.

I have entered & attached certified copies of certification to confirm English Exam Score.

I have made payment of \$250.00 by bank draft as advised in Part C

I have made payment of additional fees (if applicable)

<input type="checkbox"/>	RPL Fee.....	A\$100.00
<input type="checkbox"/>	Certificate Reprint Fee.....	A\$40.00
<input type="checkbox"/>	Academic Transcript Reprint Fee.....	A\$20.00
<input type="checkbox"/>	Assessment Resit Fee.....	A\$500.00
<input type="checkbox"/>	Airport Pickup.....	A\$200.00
<input type="checkbox"/>	OSHC.....	As quoted \$_____

I have signed and dated where applicable in Part D.

I have provided original documentation to cover all requirements of the application and as set in the various categories of Student Prospectus.

Please sign below once you have completed your check list.

I confirm that I have complete and or attached all items as indicated/required in this checklist. I also understand that any misleading or incomplete documentation may affect my enrolment with ETEA.

Applicant SignatureDate / /.....