



Overseas (Home Country) or **Australia**

Family Name:
Given Name:
Gender: Male Female
Date of Birth: DD / MM / YY
Nationality:
First Language :
Passport Number: _____ * Please provide a copy of PASSPORT when you submit this application form
Medical Conditions:

Address:
Arrival date in Australia :
Phone:
Email:
What is your level of English? Beginner Elementary Pre-Intermediate Intermediate Upper Intermediate Advanced
Have you taken an English test in the last 2 years? No Yes
Type of Test : _____ Date of Test: _____
Testing Place: _____ Overall Score: _____ (Please submit CERTIFIED COPIES of your English Test Results with this application.)

Student visa Working Holiday Tourist Others
If you are applying for a <u>Student Visa</u> the following questions must be answered before we can issue an eCoE:
1. In which country were you born?
2. Where (which DIAC office) will you apply to for your visa?
3. Do you need Overseas Student Health Cover? YES (Single Couple Family) *Note: A minimum 3 months OSHC required. NO (Please provide a copy of OSHC)
Gold Coast Brisbane

Intensive General English – Beginner to Advanced (1-71 weeks) CRICOS Number 076222B		/ /	/ /
General English (Part-Time)		/ /	/ /
Intensive Academic English (2-30 weeks) CRICOS Number 073982G		/ /	/ /
IELTS Exam Preparation (2-10 weeks) CRICOS Number 061172G Day Evening(Brisbane Only)		/ /	/ /
IELTS Exam Preparation Plus (2-10 weeks) CRICOS Number 067523G Day Evening(Brisbane Only)		/ /	/ /
English for Academic Purpose (EAP) (2-10 weeks) CRICOS Number 061170K		/ /	/ /
Cambridge Business English Certificate (BEC Vantage) Preparation CRICOS Number 069032M Recommended Start Date: 06/01/2014 (10weeks), 24/03/2014 (12weeks), 16/06/2014 (10 weeks), 08/09/2014 (12weeks)		/ /	/ /
Cambridge First Certificate in English (FCE) Preparation CRICOS Number 061169C Start Date: 06/01/2014 (10weeks), 24/03/2014 (12weeks), 16/06/2014 (10 weeks), 08/09/2014 (12weeks)		/ /	/ /
Cambridge Certificate in Advanced English (CAE) Preparation CRICOS Number 061171J Start Date: 06/01/2014 (10weeks), 24/03/2014 (12weeks), 16/06/2014 (10 weeks), 08/09/2014 (12weeks)		/ /	/ /
(Gold Coast Only)			
English + Surfing English + Scuba Diving English + Golf English + Tennis		/ /	/ /
(Gold Coast Only)			
TBA		/ /	/ /
TBA		/ /	/ /
*If you enrol for more than 24 weeks of Intensive General English, BROWNS recommend having a Structured Break. * During Academic English courses, breaks are not allowed.	Start date : / /	Start date : / /	Start date : / /
	Start date : / /	Start date : / /	Start date : / /

Institution Name:	Course Name:
Course Starting Date :	Required IELTS Score :



* Accommodation and Airport Pick up cannot be confirmed until we have received all flight details _____

BROWNS Luxury Student Apartment * Students under 18 are not permitted to stay in the BROWNS Apartments. * _____ * AUD \$220 BROWNS Luxury Student Apartment placement fee (Non-refundable) must be paid, otherwise Apartment Booking Confirmation will not be issued.		/ /	/ /
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BROWNS Homestay BROWNS Luxury Homestay Under 18 Homestay Special Dietary Homestay*		/ /	/ /
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If you wish to stay in _____, you must answer following questions:

Do you smoke?	YES	NO	
Do you like children?	YES	NO	
Do you like pets?	YES	NO	
Do you have any allergies or medical problems?	YES	NO	Please specify what they are:
Do you have any special requirements?	YES	NO	Please specify what they are:
Do you have any food you cannot eat?	YES	NO	Please specify what they are:
Please list your interests/hobbies:			

If you wish to stay in _____, please choose 3 preferences numbering them 1-3 in order of your preference.

- To be close to the school
(Our school is located in the CBD therefore Luxury Homestay close to the school may not offer the same facilities as Luxury homestay further away from the school)
- To have Internet access (The extra cost may be charged due to the limited capacity of the Internet in Australia)
- To be hosted with no other students
- To be hosted with another student from a different country
- To have own bathroom
- A house with facilities (Facilities may include pool, tennis court, gym, BBQ, waterfront location, boat etc.)

*If you have a special dietary requirement, please specify from the list below.
Halal food Gluten free Dairy free Vegetarian Seafood free Others(_____)

YES	NO	Airport: <input type="checkbox"/> Brisbane <input type="checkbox"/> Gold Coast (Coolangatta)	Flight Number:	Arrival Date: / /	Arrival Time: : (am / pm)
YES	NO	Airport: <input type="checkbox"/> Brisbane <input type="checkbox"/> Gold Coast (Coolangatta)	Flight Number:	Departure Date: / /	Departure Time: : (am / pm)

(Under 18 years old)

Do you need BROWNS Guardianship Service?	YES (You must stay in BROWNS Homestay) NO (The parents must nominate a person to be the applicant's guardian.)
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The following is an agreement between

and an intending student. Please make sure that you understand and sign this document before you complete your enrolment and pay your fees. Then keep a copy of the signed agreement for your records. As an applicant for enrolment in a BROWNS course(s), I agree to abide by the following:

- I understand that some courses at BROWNS (IELTS Preparation, IELTS Preparation Plus, Intensive Academic English, EAP and Cambridge Exam Preparation) require a prerequisite level of English for entry.
- I understand that on commencement, BROWNS will test my English language ability and place me in an appropriate class level according to my English ability.
- I also understand that I will be assessed by BROWNS during the progress of my course and agree to accept the decision of BROWNS in relation to this placement and assessment.
- I understand that on arrival and during my course, BROWNS has a duty by law to check that my visa details are correct and may need to notify any changes to the Australian Immigration Department if necessary.
- I understand the BROWNS Statement of Achievement will be issued without any grades achieved if my attendance is less than 80%. Also it will state 'Overall attendance was unsatisfactory'.
- I also understand that if I hold an Australian Student Visa, BROWNS has an obligation to report me to Australian Immigration authorities if my attendance is less than 80% or my performance in the course is consistently unsatisfactory.
- I understand no holiday will be granted unless I can show a medical certificate or I inform BROWNS prior to commencing my studies.
- I understand that I cannot transfer to another school or College during the period of my enrolled course without a written letter of release from BROWNS.
- I understand that a full week's tuition is payable in weeks that contain a public holiday.
- I understand I must notify BROWNS within seven (7) days, of any change of address in Australia. (Immigration requirement for Australian Student Visa holders.)
- I understand that BROWNS, and its representatives and staff, will not be held liable for any loss, damages, death, illness or injuries to people or property which occur whilst students are on any activity or excursion organised by BROWNS. It is my sole responsibility to take out insurance against such risks and BROWNS recommends that before travelling abroad I take out comprehensive travel, accident and medical insurance in my own country.
- I understand that any school-age children or other dependants who accompany me will be required to attend school and pay full fees at an Australian private or government school.
- I understand that BROWNS is required to share personal information about its students with the Australian Government and other designated authorities, including the Tuition fees Assurance Scheme and the ESOS Assurance Fund Manager.
- I agree to pay course fees due at commencement at least four (4) weeks prior to the course start date.
- I understand that if my fees are overdue at any time during my course, I will be excluded from class and may be reported to Immigration for not fulfilling the requirements of my Australian Student Visa.
- I understand that BROWNS reserves the right to expel a student who does not adhere to the discipline code of the school. In such cases no refund will be given. Please refer to the Student Handbook for an explanation of this code.

I understand that BROWNS has the right to alter its fees and conditions, cancel or defer its courses and alter class timetables and contact hours at any time without notice.

Please read carefully

- Requests for refunds must be made in writing to the Director, BROWNS English Language School, PO Box 10485, Southport BC, QLD, 4215.
- Tuition fees are not transferable to other institutions or other students, once you commence your enrolment.
- The enrolment fee, material fee, apartment placement fee, telegraphic transfer fee and student visa government tax are non-refundable.
- All refunds will be paid to the person who has entered into the contract with BROWNS, unless the person gives a written direction to pay the refund to someone else. Refunds will be processed and paid within four (4) weeks of the receipt of the written notification. Payment will be made either in the form of a cheque in Australian Dollars (AUD), or by overseas transfer. Refund cheques will be posted to the nominated address, or made available for collection from Administration.
- Bank charges are deducted from refunds made by overseas electronic transfer or bank draft.
- If the required visa is not granted by Immigration, a full refund of tuition fees will be made, provided that sufficient evidence of visa refusal is given to the college by the refusing Australian Authority.
- If written cancellation of the enrolment is received four (4) or more weeks prior to the initial course commencement – 100% of tuition fees will be refunded.
- If written cancellation of the enrolment is received less than four (4) weeks prior to the initial course commencement – 50% of tuition fees will be refunded.
- You must advise BROWNS at least two (2) weeks prior to your start date if you intend to postpone your course. If notification is not received you will be invoiced \$100 to cover administration costs.
- In the unlikely event of BROWNS being unable to provide a course for an enrolled student, all fees will be refunded in full.
- No refunds will be granted once the student commences studies at BROWNS unless the student has a legitimate complaint against BROWNS that can be substantiated under the Consumer Protection Laws of the Commonwealth of Australia or the State of Queensland.
- If you cancel or postpone your homestay booking more than two (2) weeks before your arrival, 100% of the Homestay Accommodation fee and the Homestay Placement fee will be refunded.
- If you cancel or postpone your homestay booking less than two (2) weeks before your arrival, 100% of the Homestay Accommodation fee and the Homestay Placement fee will be refunded. You will be charged \$100 to cover administration costs.
- If you cancel or postpone your homestay booking less than two (2) days before your arrival, you will be charged one (1) week's Homestay Accommodation fee and the Homestay Placement fee will not be refunded.
- Once student has been placed to a homestay and confirmation has been sent out, request to change to another homestay less than 2 weeks will incur another placement fee of \$220
- If you request homestay or advice the necessary details to look for a homestay less than 3 working days you will be charged with the late fee of \$100 and will not be able to meet all your requests.
- After Homestay Accommodation has commenced, two (2) weeks' notice must be given if you wish to cancel or change the remainder of your booking. Otherwise a cancellation charge equal to two (2) weeks' homestay fee will apply. If you cancel or change your homestay, you will be charged \$100 administration costs and \$220 homestay placement fee may be applied.



You can choose to start your Intensive General English, Intensive Academic English, IELTS Exam Preparation and IELTS Exam Preparation Plus course at BROWNS on

- If you cancel your Apartment Accommodation booking after an Apartment Bed confirmation is issued and sent by BROWNS, the Apartment Placement Fee of \$220 will be charged as a cancellation fee.
- If you cancel or postpone your Apartment booking more than four (4) weeks before your arrival, 100% of the Apartment Accommodation fee and the Room and Key Bond will be refunded.
- If you cancel or postpone your Apartment booking less than four (4) weeks prior to your arrival, you will be charged one (1) week's Apartment Accommodation fee and \$100 to cover administration costs.
- If you cancel or postpone your Apartment booking less than two (2) weeks before your arrival, you will be charged two (2) week's Apartment Accommodation fee and \$100 to cover administration costs.
- If you cancel or postpone your Apartment booking less than one (1) week before your arrival, no refunds will be granted.
- Students CANNOT shorten the length of stay nor get refund once arrived.
- No refund will be granted once the student commence their stay.
- If the student is evicted from the apartment due to breach of apartment rules and condition, student will not be refunded for the remainder of his/ her stay. Apartment and key bond will be still refunded as long as the apartment condition is in good condition.

- If notice of cancellation or amendment is received forty eight (48) hours or more prior to the initial arrival time – 100% of the airport pickup fee will be refunded.
- If notice of cancellation or amendment is received less than forty eight (48) hours prior to the initial arrival time – the airport pickup fee will be charged and no refund will be provided.

- The Department of Immigration and Citizenship (DIAC) excludes you from continuing your studies.
- You withdraw after the program begins.
- A student is expelled from Browns English Language School (see above).

- Should a student become seriously ill or be required to return home due to exceptional circumstances of a compassionate nature (such as death or severe illness of the immediate family) and can no longer continue their study, BROWNS may refund the balance of unused tuition fees and accommodation fees. Requests for such refund must be made in writing to the Director.
- This fee refund is wholly at the discretion of the Director of BROWNS. Appropriate evidence, such as an original medical certificate or death certificate in English, will be required.
- In the unlikely event that BROWNS 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 BROWNS 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 BROWNS is unable to provide a refund or place you in an alternative course TPS (Tuition Protection Services – ESOS) will place you in a suitable alternative course at no extra cost to you. Finally, if TPS cannot 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.

BROWNS has a Dispute Resolution process designed to help settle any disputes over refunds. BROWNS has a trained Counsellor to assist students and explain any decisions made by BROWNS. Overseas students may also nominate a support person to accompany them at any stage of the dispute resolution process. If necessary, BROWNS can also arrange an external mediator to help settle the dispute. Full details of our Dispute Resolution Process can be found in the Student Handbook. This agreement and the availability of the complaints and appeals process, does not remove the right of the student to take action under Australia's consumer protection laws.

For the purpose of this policy a course is the total number of ELICOS weeks as shown on the student's Letter of Offer and/or Confirmation of Enrolment.

(Paper Based Exam):

06/01/2014 (10 weeks), 24/03/2014 (12 weeks),
16/06/2014 (10 weeks), 08/09/2014 (12 weeks)
However, you can choose to start on

(Computer Based Exam):

06/01/2014 (10 weeks), 24/03/2014 (12 weeks),
16/06/2014 (10 weeks), 08/09/2014 (12 weeks)
However, you can choose to start on (minimum 6 weeks)

1 st January 2014	6 th October 2014
27 th January 2014	14 th November 2014
18 th April 2014	25 th December 2014
21 st April 2014	26 th December 2014
25 th April 2014	29 th December 2014
9 th June 2014	30 th December 2014
13 th August 2014 (Brisbane only)	31 st December 2014
29 th August 2014 (Gold Coast only)	1 st & 2 nd January 2015

I have read and understood the above policies, terms and conditions of enrolment of
and agree to abide by these terms and conditions and accept BROWNS Refund and Cancellation Policy

Signature: _____
(Applicant ONLY, not agent, not sponsor)
Date: _____/_____/_____

Parent/legal guardian signature: _____
(If applicants are under 18 years of age)
Date: _____/_____/_____

BROWNS English Language School
Facsimile: +61 7 5561 1196
Email: gc-registrar@brownsels.com.au (Gold Coast)
bne-registrar@brownsels.com.au (Brisbane)

Agent's Name: _____

Agent Email: _____



CRICOS No. 076222B *Student Visa Holder & Non-Student Visa Holder	(25 hours per week)	1 - 5 weeks \$380 per week 6 - 12 weeks \$370 per week 13 - 17 weeks \$365 per week 18 - 24 weeks \$360 per week 25 - 71 weeks \$355 per week
	(15 hours per week)	\$310 per week
	(25 hours per week)	\$3,700 (10 weeks) \$4,440 (12 weeks)
	(25 hours per week)	\$3,700 (10 weeks) \$4,440 (12 weeks)
	(25 hours per week)	\$3,700 (10 weeks) \$4,440 (12 weeks)
CRICOS No. 069032M *Student Visa Holder & Non-Student Visa Holder	(25 hours per week)	\$370 per week
CRICOS No. 061169C / *Student Visa Holder & Non-Student Visa Holder	(25 hours per week)	\$370 per week
CRICOS No. 061171J *Student Visa Holder & Non-Student Visa Holder	(25 hours per week)	\$370 per week
CRICOS No. 073982G *Student Visa Holder & Non-Student Visa Holder	(25 hours per week)	\$370 per week
CRICOS No. 061172G *Student Visa Holder & Non-Student Visa Holder	(25 hours per week)	\$370 per week
CRICOS No. 067523G *Student Visa Holder & Non-Student Visa Holder	(25 hours per week)	\$370 per week
CRICOS No. 061170K *Student Visa Holder & Non-Student Visa Holder	(25 hours per week)	\$370 per week
Gold Coast Campus Only *Non-Student Visa Holder		\$450 per week
Gold Coast Campus Only *Non-Student Visa Holder		\$1,310 for 2 weeks
Gold Coast Campus Only *Non-Student Visa Holder		\$550 per week
Gold Coast Campus Only *Non-Student Visa Holder		\$570 per week
Gold Coast Campus Only *Non-Student Visa Holder		TBA
*Working Holiday Visa Holder		TBA

Gold Coast & Brisbane (Minimum 2 week notice for Accommodation Placement to be arranged)	\$220
*2 Twin share room + 2 bathroom / *Total of 4 students per apartment	\$240 per week (Twin) \$ 35 extra night
*2 Twin share room + 2 bathroom / *Total of 4 students per apartment	\$230 per week \$ 33 extra night
Gold Coast & Brisbane	\$300 Refunded after check-out
Gold Coast & Brisbane	\$250 per week \$ 36 extra night
Gold Coast & Brisbane	\$285 per week \$ 41 extra night
Gold Coast & Brisbane	\$300 per week \$ 43 extra night
Gold Coast & Brisbane * Unaccompanied by their parents / Guardianship fee included	\$300 per week \$ 43 extra night

	\$220
	\$ 30
	\$ 30
	\$ 15 per week
Paper Based (PB) - 14/03/14, 10/06/14, 21/08/14, 02/12/14 Computer Based (CB) - 18/01/14, 22/02/14, 22/03/14, 10/04/14, 24/05/14, 14/06/14, 12/07/14, 8/08/14, 26/09/14, 18/10/14, 28/11/14, 06/12/2014	\$280*(PB & CB) *Plus Postage
Paper Based (PB) - 15/03/14, 11/06/14, 22/08/14, 3/12/14 Computer Based (CB) - 18/01/14, 15/02/14, 21/03/14, 12/04/14, 31/05/14, 17/06/14, 19/07/14, 16/08/14, 20/09/14, 25/10/14, 15/11/14, 06/12/14	\$290* (PB & CB) *Plus Postage
Computer Based (CB) - 26/01/14, 21/03/14, 10/05/14, 04/06/14, 05/07/14, 01/08/14, 06/09/14, 18/10/14, 08/11/14, 12/12/14	\$280* (CB) *Plus Postage
Brisbane Airport to Gold Coast address Gold Coast Airport to Brisbane address	\$160
Brisbane Airport to Brisbane address Gold Coast Airport to Gold Coast address	\$110

BROWNS English Language School Pty Ltd as Trustee for BROWNS English Language School Trust

BROWNS English Language School and the Australian Government want international students in Australia to have a safe, enjoyable and rewarding place to study. Australia's laws promote quality education and consumer protection for international students. These laws are known as the ESOS framework and they include the Education Services for Overseas Students (ESOS) Act 2000 and the National Code 2007. More information can be found http://www.aei.gov.au/Regulatory-Information/Education-Services-for-Overseas-Students-ESOS-Legislative-Framework/National-Code/nationalcodepartd/Documents/ESOS_FrameWork_pdf.pdf

3 months (* Minimum 3months OSHC required) 6 months 9 months 12 months	TBA
*Please note: all fees are in Australian dollars (\$AUD) and all prices are subject to change at any time without notification.	