



# GEOS ADELAIDE COLLEGE OF ENGLISH

CRICOS Provider: 02776B

FAX: (61 8) 8232 8091

Email: info@geosadelaide.com.au

## ENROLMENT FORM

### BOOKING AGENT

Have you used an agent to assist with your enrolment?  Yes  No

Agency Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Fax: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Country: \_\_\_\_\_

### STUDENT DETAILS

PLEASE COMPLETE IN BLOCK LETTERS

Family name: \_\_\_\_\_ Given name: \_\_\_\_\_

Date of birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Sex:  Male  Female  
                  day    month    year

Nationality: \_\_\_\_\_ Country of Birth: \_\_\_\_\_ Passport Number: \_\_\_\_\_

Address in home country: \_\_\_\_\_

Country: \_\_\_\_\_

Day phone: \_\_\_\_\_ Evening phone: \_\_\_\_\_ Mobile phone: \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

What level of English do you think you have?  Beginner  Elementary  Intermediate  Advanced

### VISA AND INSURANCE DETAILS

Type of Visa:  Student  Tourist  Working Holiday  Other \_\_\_\_\_

If you are travelling on **Student Visa** the Australian Government requires you to have Overseas Student Health Cover. You are required to have this cover for at least 4 weeks longer than your course with GEOS Adelaide College of English.

- |                                      |                                      |                                       |                                       |
|--------------------------------------|--------------------------------------|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> 3 Mth \$98  | <input type="checkbox"/> 6 Mth \$195 | <input type="checkbox"/> 9 Mth \$293  | <input type="checkbox"/> 12 Mth \$390 |
| <input type="checkbox"/> 4 Mth \$130 | <input type="checkbox"/> 7 Mth \$228 | <input type="checkbox"/> 10 Mth \$325 | <input type="checkbox"/> Other _____  |
| <input type="checkbox"/> 5 Mth \$163 | <input type="checkbox"/> 8 Mth \$260 | <input type="checkbox"/> 11 Mth \$358 | Please inquire for Family OSHC        |

### COURSE DETAILS

Course Name	CRICOS Code	Start Date	End Date	Weeks
<input type="checkbox"/> General English	058619G	___/___/20__	___/___/20__	_____
<input type="checkbox"/> General English (part time)		___/___/20__	___/___/20__	_____
<input type="checkbox"/> IELTS and Academic Studies Preparation (IASP)	058621C	___/___/20__	___/___/20__	_____
<input type="checkbox"/> Cambridge CAE Preparation	058620D	___/___/20__	___/___/20__	_____
<input type="checkbox"/> Cambridge FCE Preparation	058620D	___/___/20__	___/___/20__	_____
<input type="checkbox"/> Cambridge PET Preparation	058620D	___/___/20__	___/___/20__	_____
<input type="checkbox"/> Young Learners Programme		___/___/20__	___/___/20__	_____

Self-Score:  Elementary  Pre-Intermediate  Intermediate  Upper Intermediate  Advanced

#### Start Dates

- General English students commence every Monday excluding public holidays, (see important dates from 2010 COURSE INFORMATION AND PRICE LIST),
- IASP level duration no less than 10 weeks,
- Cambridge Preparation courses commence at set times.

\*to enter IASP and Cambridge Preparation courses, students must successfully complete a pre-entry English Language test\*





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## ENROLMENT FORM

### REFUND POLICY

- The Registration fee and Accommodation booking fee are non-refundable.
- If the required visa is not granted - 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 28 days prior to the initial course commencement - a full refund of tuition fees will be made.
- If written cancellation of the enrolment is received less than 28 days prior to the initial course commencement - a refund of tuition fees, less a cancellation fee equal to two weeks tuition, will be paid.
- If written cancellation is received on or within 4 weeks of the initial course commencement then the student is entitled to a refund of 30% of the tuition fees, less administrative charges for that semester (20 weeks) and full refund of fees paid in respect of future semesters.
- No refunds in respect to commencement of any course of duration 10 weeks and under.
- Where the College cannot offer the course for which the student has enrolled, or should their VISA application be rejected, the College shall make the necessary refund within 2 weeks.
- The Colleges dispute resolution processes does not circumscribe the students right to pursue other legal remedies, nor does this agreement remove the right to take further action under Australia consumer protection laws.
- Should the student cancel their enrolment, the College shall affect the necessary refund within 4 weeks.
- Provider default is covered by the provisions of the ESOS Act 2000 and ESOS Regulation 2001: Refunds if the registered provider defaults cannot be covered by a written agreement. Such situations are covered by the provisions of the ESOS Act and the ESOS Regulations 2001.
- Refunds will be made to the student unless directed otherwise and in the case of under 18 students refunds will only be made to the student if directed to do so in writing by the legal guardian.
- Personal information may be made available to Commonwealth and State agencies and the ESOS Assurance Fund

### Total Fees Payable (Please Complete):

Enrolment Fee	\$ _____
Tuition (1)	\$ _____ ( _____ weeks x \$ _____ per week)
Tuition (2)	\$ _____ ( _____ weeks x \$ _____ per week)
Materials Fee	\$ _____
Amenities Fee	\$ _____ (For students under 18 years old)
Exam Fee	\$ _____ (Where applicable)
Overseas Health Cover	\$ _____ (For Students holding a student visa only)
Airport Pick-up	\$ _____ (Where applicable)
Homestay Placement	\$ _____ (Where applicable)
Homestay Fee	\$ _____ (Where applicable) ( _____ weeks and _____ days of homestay)
<b>TOTAL</b>	<b>\$ _____</b>

### Conditions of Enrolment:

- Some courses require a prerequisite level of English language proficiency for entry.
- Students will be tested on or before the commencement of my course, and placed in an appropriate English language level.
- Students must complete all class work, assignments, activities and assessments in order to maintain satisfactory progress.
- Students must attend at least 80% of their course, and if they fail to do so, they may be reported to the Australian Government.
- Students must inform GEOS Adelaide immediately if they change their address in Australia.
- Students cannot change schools during the course without a written letter of release from GEOS Adelaide.
- School aged dependents accompanying students will be required to pay full fees at a private or government school in Australia as per their fee schedule.
- GEOS Adelaide can share information about the course and the student's progress with their parents, legal guardians and recruiting agents.
- GEOS Adelaide has the right to change its fees and conditions, cancel or defer courses, and to alter course timetables and class locations at any time without notice.
- A full week's tuition is payable in weeks comprising public holidays and no refunds, or extension of days, will be offered due to shortened weeks.

