

APPLICATION FOR ADMISSION ENGLISH LANGUAGE CENTRE



APPLICANTS DETAILS

Title

Family name
Given names

Date of birth (DD/MM/YYYY) / /

Gender Male Female

Citizenship (as shown on passport)

Country

Passport number

What is your postal address in your home country?

Address

Telephone Fax
Email

What is your postal address (if different from above)?

Address

Telephone Fax
Email

Which course?

General English - Rockhampton only
How many weeks would you like to study in total?

English for Academic Purposes (EAP1) -
10 week program
Entry requirements IELTS 4.5 or equivalent

English for Academic Purposes (EAP2)
- 10 week program
Entry requirements IELTS 5.0 or successful completion of EAP1

English for Academic Purposes Direct Entry (EAP DE)
10 week program
Entry requirements IELTS 5.5 or equivalent.

Preferred campus of study? Gold Coast Melbourne Rockhampton Sydney

Preferred start date? / /

What type of visa do you intend to travel on? Student Travel Working holiday

Have you taken an English language proficiency test (eg IELTS, TOEFL)? Yes No

If yes, which test?

Please indicate the date of the test and your score:

Date / /

Score

ACCEPTANCE

I have read and understood the CQUniversity Refund policy as above and agree to the terms and conditions.

I declare that the information supplied by me on this form is true and correct in every particular. I have read, understood and agree to these terms and conditions. I authorise CQUniversity to obtain from other educational institutions and relevant authorities details of my enrolment, academic record and examination results.

Applicant's signature

Date / /

Payment details		Calculate your costs	
Description	Rate (AU\$)	Quantity	Sub total (AU\$)
Non-refundable registration fee	120.00		120.00
Homestay accommodation placement fee (Rockhampton only)	165.00		165.00
Textbooks fee (Gold Coast, Melbourne and Sydney)	approximately 200.00		
Textbooks fee (Rockhampton)	approximately 70.00		
Tuition fee (Gold Coast, Melbourne and Sydney)	per week 295.00	295 x weeks	
Tuition fee (Rockhampton)	per week 285.00	285 x weeks	
Overseas student health cover – student visa only *	1 month	35.75	
	3 months	107.25	
	12 months	429.00	
	*Other		
			Total (AU\$)

* Prices from 1 January, 2011 – subject to change without notification. You are required to have cover for the total duration of your student visa. For programs under 10 months, you will be required to pay an additional month of cover. Please refer to www.medibank.com.au/oshc for latest information.

ACADEMIC RECORD

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Documentary evidence of your education qualifications must be attached to the application (not required for General English applicants).

Note:

Send certified copies, not originals, of documents. If a document is not written in English, a certified translation must accompany the application. Documents submitted with this application will not be returned.

FOR YOUR INFORMATION

Student Visa holders must attend at least 80% of classes which may include excursions planned as part of the language program. CQUniversity English Language Centre is required to keep attendance rolls of all class sessions and notify the relevant authorities of students with unsatisfactory attendance.

DECLARATION

I understand that, if I have a Student Visa, CQUniversity is required under Section 19 of the ESOS Act 2000 to inform the Department of Immigration and Citizenship (DIAC) about:

- changes to my program enrolment; and
- any breach of my Student Visa condition in relation to attendance.

Please note:

Prior to commencement it is important that all prospective English Language Centre students read specific program information which is available in the CQUniversity English Language Centre prospectus or at www.language.cqu.edu.au. It is also important that you become familiar with the CQUniversity English Language Centre's Refund Policy and English Language Centre Courses Dates and Fees List.

The information provided by the student to the provider may be made available to Commonwealth and State agencies and the Fund Manager of the ESOS Assurance Fund, pursuant to obligations under the ESOS Act 2000 and National code.

AGENT STAMP

Institut Ranke-Heinemann Schnutenhausstrasse 44 45136 Essen Deutschland Tel.: 0049-201-252552 info@ranke-heinemann.de www.ranke-heinemann.de	Institut Ranke-Heinemann Theresiengasse 32 1180 Wien Österreich Tel.: 0043-1-4060224 wien@ranke-heinemann.at www.ranke-heinemann.at
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REFUND AND EXCESS PAYMENTS (CREDIT BALANCES) POLICY

- A full refund of tuition fees will be made if the Language Centre is unable to provide the requested course, if the applicant's Student Visa application is unsuccessful, unless incorrect or incomplete information is supplied by the applicant.
- Where an applicant or student, after accepting an offer of a place, subsequently gives a minimum of four weeks written notice before the commencement of term of an inability to undertake the program, all tuition fees paid are refundable less an administrative fee of 10% of the tuition fee due.
- Where an applicant or student, after accepting an offer of a place, subsequently gives less than four weeks written notice before the commencement of the term of an inability to undertake the program, all tuition fees paid are refundable less an administrative fee of 50% of the tuition fee due if notice is given prior to commencement of the term. No refund is payable if an applicant withdraws after the commencement of the term.
- A full or partial refund may be given if a student withdraws from a course due to exceptional circumstances.
- A refund will be given if a student's account is in credit. It is the responsibility of the student to be aware of credit amounts on their account, to apply for the refund and to maintain current address and contact details. The University retains all unclaimed credit balances if a student is inactive after one term. In the case of deceased students, the personal legal representative must apply for any excess payments to be refunded.
- Living or other expenses paid to CQUniversity in lieu of a student will be refunded on receipt of sufficient supporting documents.
- Cancellations received after the commencement of a course will not be eligible for a refund.
- If a student scores 6.0 in an IELTS test and wishes to withdraw before completing a course, no refund will be given. If the student is accepted into an award program at CQUniversity, any excess tuition fees will be transferred to the award program. Fees will also be transferred if a student wishes to transfer to another CQUniversity campus.
- No refund will be given if an offer is made to an applicant on the basis of fraudulent documentation.
- CQUniversity is not responsible for any charges made by banks in the transfer of monies to the University.
- Applications for refunds not covered above will be determined on a case-by-case basis by the Manager, Student Finance, Student Administration, CQUniversity Rockhampton.
- 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.

PROMOTIONAL OFFER CODE

SUBMIT YOUR APPLICATION

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