

DEAKIN UNIVERSITY
**STUDY
ABROAD+
EXCHANGE**



DEAKIN
UNIVERSITY AUSTRALIA



Return this form and attachments to

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

Application for Short-Term Program

Program Name _____

Year of study 2011 2012 2013

Program dates/...../..... to/...../.....

Program location

- Campus Geelong Campus at Waurn Pond
- Geelong Waterfront Campus
- Melbourne Campus at Burwood
- Warrnambool Campus

This application is for a

- Study Abroad (fee-paying) place
- Exchange place
- Scholarship

Personal details

Family name _____

Given name(s) _____

Preferred name _____

Gender Female Male

Country of citizenship _____

Date of birth day/month/year.

Country of birth _____

Do you have a disability for which you may require additional assistance at Deakin?
Yes/No

(If yes, please attach a page outlining your requirements)

Family name _____ Given name(s) _____

Permanent postal address (no PO Box numbers)

Full address _____

Tel _____ Fax _____

Country _____

Email _____

Please ensure that the email address is correct and that you will be able to access this email address until your arrival at Deakin. Some correspondence and pre-departure information will be sent directly to this address.

English language details

Tick the box that describes you

- I will study at Deakin University English Language Institute as part of this program
- English is the language of instruction at my home university
- English is my main/first language
- The results of my IELTS/TOEFL test are attached*
- Other English proficiency results as per agreement*

(* documentary evidence, including original or certified copies must be attached)

What to bring on the Learn to Surf and Great Ocean Road trip

Coastal Victoria in February can be sunny and hot. The average maximum temperature in February is 34 degrees Celsius (95F), however nights can get cold, so bring warm clothes. If we're lucky we will have lots of summer sun and balmy, in terms of packing bring clothes for both the sun and evening walks, and any activities that you are choosing to participate in. Summer clothes, hats and sunscreen, bathers, towel, a fleecy top or light jacket and hiking boots and socks for walking in the bush. A small backpack should be enough to fit the luggage you would need.

There are no formal occasions on this trip, so casual is the key.

Please indicate if you have any dietary requirements Yes/No



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Payment of Fees

Total Program Fee AUD\$ _____

Deposit required AUD\$ _____ Deposit required by/...../.....

Fees include

- Tuition fee (field trips and cultural visits)
- Textbook Materials
- Airport transfers x 2
- Welcome Dinner
- Accommodation (single room)
- 2 days Learn to Surf and Great Ocean Road trip
- Scholarship (subject to selection)
- Other _____

I understand that this payment is a confirmation of an acceptance to study at Deakin University. I acknowledge that I have read and understood Deakin's Fees and Refund Policy (overleaf)

PAYMENT BY CREDIT CARD

I authorise Deakin University to debit A\$ _____ to my credit card and guarantee that the required amount is available for the payment of fees.

Payment method: Visa Mastercard
(Deakin University accepts Visa and Mastercard Credit Cards ONLY)

Card No: _____ Expiry date: _____

Cardholder's Name (As it appears on Credit Card):

Cardholder's signature: _____ Date: _____

Office Use only Receipt # _____ Account Code _____

TUITION FEES AND REFUND POLICY FOR INTERNATIONAL STUDENTS

REFUND POLICY FOR FEE-PAYING INTERNATIONAL STUDENTS

Fees for international students apply to persons living in Australia with temporary resident status in a study program (provided that there is no stated limitation), and persons living abroad who are not Australian citizens and do not have permanent resident status in Australia.

These Policies comply with the Education Services for Overseas Students Act (ESOS Act 2000) and Australian Vice-Chancellors' Committee's guidelines on fees for international students. They are subject to changes when the guidelines are reviewed by the Australian education authorities.

These Policies apply to all international on-campus students, irrespective of who pays the fees.

The complete version of the Fees and Refund Policy is available online through The Guide at <http://theguide.deakin.edu.au>.

This agreement does not remove the right to take further action under Australia's consumer protection law or pursue other legal remedies.

FULL REFUND

A full refund of tuition fees paid may be given in special circumstances. Such circumstances are those beyond the control of the student or those which make it impossible for the student to continue. The following reasons are grounds to apply for a full refund:

- A student is refused a student visa by the Commonwealth Government authorities, or
- an offer is withdrawn or an enrolment terminated because the University is unable to provide the course of study, or
- the University changes and is unable to offer unit/s such that a student is prevented from completing the unit/s and no credit is given towards other unit/s, or
- the course does not commence on the agreed start date and the student is not already withdrawn, or
- the government has limited Deakin's right to conduct courses for overseas students, or
- a student is unable to fulfil the conditions of an offer or selection criteria applicable to these applicants, or
- a student has gained Permanent Resident status prior to the University census date and has not been offered a commonwealth supported place, or
- a student provides written advice more than four weeks prior to the commencement of the course.

Executive discretion may be exercised to consider applications which do not comply with the above provisions but for which extraordinary circumstances may exist. An application for a refund in special circumstances must be made in writing and sent to the Manager of Fees, Division of Student Administration. Proof of payment of the fees (e.g. an official receipt) and validation of the reasons for applying for a refund will be required.

Privacy

The personal information on this form is collected to enable Deakin University to process your application for enrolment, to assist the University in marketing and planning activities and to enable the University to meet its reporting and other obligations to government agencies. If your application is successful the information will be used to manage your academic progress, to communicate with you and to allow you to use the University's services and facilities. Your personal information will be disclosed to government agencies pursuant to reporting and other obligations, including disclosures to the Department of Immigration and Citizenship and the Department of Education, Science and Training. Your personal information will also be disclosed to your overseas student health cover provider and, if you are under 18 years of age, to the carer appointed for you pursuant to the National Code made under the Education Services for Overseas Student Act 2000.

The university will treat your personal information in accordance with the Information Privacy Act 2000 (Vic.). If personal information is not provided on the form as requested, it may not be possible for the University to process your application for enrolment. If your application is unsuccessful, it will be forwarded to Melbourne Institute of Business and Technology if you have agreed to that on the form. You may gain access to the personal information held about you by the University. Requests for access are managed in accordance with the Freedom of Information Act 1982 (Vic.) and may be directed to the Manager, Freedom of Information at the University. You may view the University's privacy policy at <http://theguide.deakin.edu.au> and the University's Privacy Officer can be contacted on 03 9246 8114 or at privacy@deakin.edu.au