

# How you apply



Complete the application form in this brochure and return it by fax or mail to:

Admissions Officer  
CET, Sydney University (G01)  
NSW 2006 Australia  
Fax: 61 2 9036 7908

OR apply online at [www.usyd.edu.au/cet](http://www.usyd.edu.au/cet)

If you are applying for a package, you will need to provide 3 documents:

1. CET application form
2. Conditional university offer
3. IELTS result (less than 2 years old)

You can also apply through one of our CET agents listed on the website.

*Note: if you are from a level 4 country, please print the application form from our website and fax it with a copy of your IELTS results and your university offer.*

## How long should you study English?

CET can suggest a minimum length of study but our recommendation is a guide only.

## Want more information?

Visit our website [www.usyd.edu.au/cet](http://www.usyd.edu.au/cet)



## We care for you from arrival to departure

**Activities** – Reduced price tickets offered for concerts at the Sydney Opera House. You can find information about regular activities (both free and other) on the CET noticeboard.

**Airport reception** – Our accommodation providers can arrange for someone to meet you and take you to your accommodation.

**CET orientation program** – We introduce you to CET, the University and to Sydney. We take you on a city tour to help you become familiar with downtown areas.

**Climate** – Sydney has four seasons a year. If you come in winter (June to August), you will need some warm clothing.

**Culture** – Sydney University has museums, theatres, cafes, art galleries and free lunchtime concerts.

**Email and internet access** – You will have free access to the internet and email.

**Excursions** – We arrange excursions for our students.

**Food** – There are cafeterias in the Wentworth Building, around the campus and nearby.

**Health care** – You have access to the University's own health service.

**Libraries** – CET library is available to all students Monday to Friday. The University library (Fisher) borrowing rights cost \$50.

**Sports** – Gyms and sports are available at the University for a small fee.

**Student Support** – Staff will help you with personal, educational and financial advice.

**Summer and Winter School** – Consider accelerating your degree after your English program – visit [www.summer.usyd.edu.au](http://www.summer.usyd.edu.au).

**The University** – Sydney University has more than 45,000 students. The campus is like a mini-city.

**Working in Sydney** – On a student visa you can work part-time up to 20 hours per week.

# Centre for English Teaching

Please send the completed form to:

Centre for English Teaching  
Sydney University (G01)  
NSW 2008 Australia  
OR fax to: 61 2 9036 7908

## Do you want airport pickup and/or accommodation?

Our preferred providers are:

- Auzzie Families: [www.auzziefamilies.com](http://www.auzziefamilies.com)
- Meridian Homestay: [meridian@iidx.com.au](http://meridian@iidx.com.au)
- Global Experience: [www.globalexperience.com.au](http://www.globalexperience.com.au)
- Camycord Homestay: [www.camycord.com](http://www.camycord.com)

## How to enrol at CET

1. You send your application form by mail, fax or online (online is not available for level 4 countries)
2. CET will send you an offer letter with payment details
3. You send your payment by Australian dollar bank draft, by credit card (Visa/Mastercard) or by telegraphic transfer
4. When we receive your payment, we send you a Confirmation of Enrolment form to apply for a student visa. You take this to your nearest Australian Embassy to process your visa. If you are travelling on a tourist visa, we send you a letter of acceptance.

## Visa requirements

- Some countries require a pre-visa assessment process. You should find out from the Australian Embassy in your country whether this process is needed
- You can study ELICOS programs for up to 12 weeks if you have a tourist visa or 17 weeks on a working holiday visa. For longer periods you will need a student visa.

## Terms and conditions

(please read before you sign)

- 1) Refund policy:
  - a) The administration fee is non-refundable
  - b) We refund your tuition and other fees if your visa application is rejected. You must notify the Centre for English Teaching in writing within 28 days of being rejected
  - c) If you cancel your course more than one month before the course commencement date, you will receive a refund of 100% of tuition fees paid
  - d) If you cancel your course less than one month before the course commencement date, you will receive a refund of 80% of tuition fees paid
  - e) Once you commence your course you will not be eligible for a refund. (We define a course as the number of weeks for which you paid).

All refunds are sent to your home country.

*This agreement does not remove your right to take further action under Australia's consumer protection laws. In addition, our dispute resolution processes do not circumscribe (restrict or limit) your right to pursue other legal remedies.*

- 2) Transfer to another institution:
  - a) Transfer to the University of Sydney: We charge an administration fee of up to A\$200.
  - b) Transfer to another institution: If you transfer to a formal degree or diploma course at another university, TAFE or College, you MAY be eligible for a transfer to that institution of up to 80% of the remainder of your tuition fees. Both CET and the other institution must approve the transfer. You should request a transfer on the CET 'transfer form'. You may need a release letter from CET. CET will notify Immigration where necessary.

*Please note: By law, CET is not obliged to agree to a transfer of money. See (1), section (e) above.*

### 3) Satisfactory attendance

The Australian Government Immigration Department insists that students on student visas attend 80% or more of their classes. Renewal of your student visa depends on this.

### 4) Courses, term dates and fees

The Centre for English Teaching reserves the right to review courses, term dates and fees at any time without notice. We will notify you of any changes prior to the commencement of your course.

### 5) Academic English

The minimum entry requirement for this program is normally pre-intermediate level. Some students take a placement test on arrival to assess their proficiency level.

### 6) Minimum entry age

Students must be at least 18 years old (except for Study Tours).

I declare that the information I have given in this application is true and correct. I have read the above terms and conditions and agree to abide by them. I understand that the first day I arrive is orientation. There are no classes that day.

I understand there are no classes on Public Holidays.

If a program is cancelled or not available before the course start date, I understand that the Centre for English Teaching will either place me in another course or refund the tuition fee if no suitable course is available.

Signature: \_\_\_\_\_

Date:    day / month / year

# Centre for English Teaching



The University of Sydney  
Australia

Please send the completed form to:

Centre for English Teaching  
Sydney University (G01)  
NSW 2008 Australia  
OR fax to: 61 2 9038 7908

AGENT'S STAMP

## Personal Details

Family name:

Given name(s):

Date of birth: day / month / year Sex: M  F

Country of citizenship:

Country of birth:

Visa type:

Passport No. (if in Australia):

I will apply for my visa in: city Country

Occupation:

Postal address in home country: (compulsory)

Postcode:

Phone no: Fax no:

Email:

Postal address in Australia (if known):

Postcode:

Phone no: Fax no:

Mobile (in Australia):

## How did you hear of CET?

- Agent  Ex CET friend  Newspaper  
 Education exhibition  Internet  Australian Embassy  
 Home country university  Friend  University of Sydney  
 Transfer from other college  Magazine

## What is your highest educational qualification?

Qualification:

Year of completion:

Institution/School/University:

## What is your level of English?

	Speaking/Listening	Reading/Writing
Elementary	<input type="checkbox"/>	<input type="checkbox"/>
Intermediate	<input type="checkbox"/>	<input type="checkbox"/>
Advanced	<input type="checkbox"/>	<input type="checkbox"/>

## Have you taken one of these English tests?

Test	Date taken	Score					
TOEFL							
TWE							
			Reading	Writing	Listening	Speaking	Total
TOEFL iBT							
IELTS							

## Which program do you wish to study?

- General English (EGP)  Intensive Academic Writing (IAW)  
 Cambridge FCE & CAE  Academic English master class (AEM)  
 Academic English (EAP)  Intensive English Program (IEP)  
 Graduate Academic Skills (GAS)

## Course details:

Start date: day / month / year Finish date: day / month / year

Number of weeks:

## Do you plan to study at university in Australia?

Yes  No  Which university?

Which course?

What is the IELTS requirement?  6.5  7.0  7.5

What level?  Undergraduate  Postgraduate  Foundation

## If you have a conditional offer from the University of Sydney

(a) what is your reference number?

(b) would you like to 'package' your English program with your university studies? Yes  No

If 'Yes', please send the following documents:

1. Conditional offer from University of Sydney
2. IELTS or TOEFL results (less than 2 years old)
3. A completed CET application form