



GEOS
Queensland College of English
Gold Coast

2010 ENROLMENT FORM

STUDENT DETAILS

Given Names: _____ Preferred Name: _____

Family Name: _____ Other Names: _____

Date of Birth: DD / MM / YYYY Age: _____ Sex: Male Female

Country of Birth: _____ Nationality: _____ Language Spoken _____

Visa Type: Student Visitor (Tourist) Working Holiday Other _____

Passport Number: _____

Address (Home country): _____

Telephone: _____

Fax: _____ Email address: _____

Mobile: _____

Address in Australia (if known): _____

ACCOMMODATION

Do you require accommodation: Yes No (\$200 placement, non-refundable)

Preferred dates: Homestay In DD / MM / 20YY Homestay Out: DD / MM / 20YY

How many weeks do you require for homestay? _____ Weeks _____ Days

Please put a tick (✓) in the box below.

Do you smoke? Yes No Are children under 16 okay? Yes No Are dogs and cats okay? Yes No

Do you have any allergies or illnesses? If yes, please give details _____

Are there any foods you cannot eat? If yes, please give details _____

Do you have any other requests? _____

Homestay Half Board 18+ A\$210 per week
Homestay Full Board, under 18: A\$300 per week
Homestay Placement Fee A\$200 (once only)

Hostel or Apartment Placement Fee **Please ask for a quotation as prices depend on length of stay and time of the year**
A\$100 (once only)

- Bookings will not be made until payment and confirmed flight details are received
- Arrival into homestay must be no more than 3 days prior to the start of course
- A minimum 2 weeks' notice is required prior to placement
- A minimum 2 weeks' notice is required for changes to homestay requests
- Initial homestay booking of 4 weeks maximum is highly recommended

AIRPORT PICK-UP * Compulsory if homestay has been booked

Do you wish to be met at the airport?: Yes No (A\$110 one way from Brisbane Airport or A\$100 one way from Coolangatta Airport)

Arrival Airport Brisbane Coolangatta Departure Airport: _____

Arrival Date: DD / MM / 20YY Time: _____ AM/PM Flight No. _____

- Please provide confirmed flight details **2 weeks prior to arrival**.
- If your flight details change, please notify GEOS Gold Coast **immediately**.
- If less than 24 hours' notice of any flight details is given, your airport pickup or return may be cancelled.

COURSE DETAILS

Course Name	Start Date	End Date	Weeks
<input type="checkbox"/> General English f/time	DD / MM / 20YY	DD / MM / 20YY	_____
<input type="checkbox"/> General English p/time (Non-Registered*)	DD / MM / 20YY	DD / MM / 20YY	_____
<input type="checkbox"/> IELTS Examination Preparation	DD / MM / 20YY	DD / MM / 20YY	_____
<input type="checkbox"/> PACE	DD / MM / 20YY	DD / MM / 20YY	_____
<input type="checkbox"/> Cambridge FCE Preparation	DD / MM / 20YY	DD / MM / 20YY	_____
<input type="checkbox"/> Cambridge CAE Preparation	DD / MM / 20YY	DD / MM / 20YY	_____
<input type="checkbox"/> Young Learners JKC (Non – Registered*)	DD / MM / 20YY	DD / MM / 20YY	_____
<input type="checkbox"/> English plus Surfing (Non – Registered*)	DD / MM / 20YY	DD / MM / 20YY	_____

* Students may not enrol in a Non-Registered course as their principle course of study.

English Level (self-score): Beginner Elementary Pre-Intermediate Intermediate Upper Intermediate Advanced

Results of previous tests: Test (e.g. TOEIC, IELTS): _____ Score: _____ Date: DD / MM / YYYY

Course Start Dates

General English	Students can start on any Monday (except public holidays). Recommended start dates: 4 Jan, 15 March, 24 May, 2 Aug, 11 Oct (10 week terms). Course fees exclude a compulsory refundable deposit of \$50.
IELTS Exam Preparation	Students can start on any Monday (except public holidays). Recommended start dates are 4 Jan, 15 March, 24 May, 2 Aug, 11 Oct (10 week terms). Entry into this course requires satisfactory evidence of upper intermediate or above English proficiency and on student passing the Preliminary IELTS Entrance Exam. Course fees exclude the Exam Fee (students to arrange) and a compulsory/ancillary fee of \$120 (1 course book and 1 work book). Students will receive a refund of \$50 on return of their course book.
Preparation for Academic & Cambridge Examinations (PACE)	Start dates: 4 Jan (5 or 10 weeks), 22 March, 14 June, 13 September (12 or 6 weeks) Mid-term entry: 8 Feb (5 weeks), 3 May, 26 Jul, 25 Oct (6 weeks) Entry into this course requires satisfactory evidence of intermediate English proficiency and on student passing the Preliminary PACE Entrance Exam. Course fees exclude a compulsory/ancillary fee of \$120 (1 course book and 1 work book). Students will receive a refund of \$50 on return of their course book.
Cambridge Exam Preparation First Certificate in English (FCE) Certificate in Advanced English (CAE)	4 Jan (10 weeks), 22 March, 13 September (12 weeks) Exam dates: FCE 13 March, 15 June, 7 December 2010 CAE 6 March, 16 June, 8 December 2010 Course cost as below include the text book fee (1 course book and 1 work book). Exam fees include postage and handling costs. Entry into FCE/CAE course requires passing the Preliminary FCE or CAE Entrance Exam.
Young Learners Program - JKC	05 July (6 weeks) A holiday program for younger students aged 8 – 15 years. Course fees include materials and activities.
English plus Surfing – Wave Riders	Students can start on any Monday. Part-time English options available (plus 10 hours surfing per week). Board and wetsuit provided. Weather permitting.

COURSE FEES

- Enrolment Fee All courses **\$200** (pay once only)
- General English/IELTS/PACE
 - \$320 per week for courses between 01 and 10 weeks
 - \$315 per week for courses between 11 and 20 weeks
 - \$310 per week for courses between 21 and 30 weeks
 - \$305 per week for courses 31 weeks and over
- Part-time (15hrs/week) \$290 per week (General English course only)
- Cambridge Preparation (25hrs/week)
 - ✧ FCE/CAE \$3,660 for 10 weeks \$4,360 for 12 weeks
 - ✧ Cambridge Exam Fees \$375 for FCE or \$380 for CAE (costs include postage fee)
 - ✧ Text Book Fees \$160 (this fee is included in above FCE/CAE fees)
- Young Learners Program – JKC (20 hrs/week) \$350 per week
- English plus Surfing Wave Riders
 - ✧ Part-time English plus Surfing (10 hrs/week) \$440 per week

INSURANCE DETAILS

If you are traveling on a **Student Visa** the Australian Government requires you to have Overseas Student Health Cover (OSHC) for the entire length of your visa (study period + one month minimum).

- 1 mth*\$33 2 mths*\$65 3 mths \$98 4 mths \$130 5 mths \$163 6 mths \$195
- 7 mths \$228 8 mths \$260 9 mths \$293 10 mths \$325 11 mths \$358 12mths \$390

*Please note that 1 month & 2 month OSHC is available from the provider for extension of visas only. Prices quoted above are for single cover only. We strongly advise all students to take out personal accident and travel insurance prior to their departure.

PAYMENT DETAILS * Please fax the remittance advice receipt and ask your bank to notify GEOS Gold Coast of the payment

Bank Draft/ Cash/ International Money Order/ Bankcard/ MasterCard/ VISA

Please make bank cheques/drafts payable to:
GEOS Queensland College of English Gold Coast
P.O. Box 567, Surfers Paradise
Gold Coast, Queensland 4217, Australia

Bank Transfer, including the bank charges to:

Bank Name: National Australia Bank
Bank Address: 223 Queen Street, Brisbane
Queensland 4000, Australia
Swift Code: NATAAU3303M

Bank Account Details:

FOR STUDENT VISAS
Account Name: GEOS GOLD COAST PTY LTD
Account Number: 084-009 452 091 660

FOR OTHER VISAS
Account Name: GEOS GOLD COAST PTY LTD
Account Number: 084-009 451 288 779

Please quote the GEOS Gold Coast student number issued as a reference.

PUBLIC HOLIDAYS

2010 Public Holidays are:

- 1 Jan: New Year's Day 26 Jan: Australia Day 2 Apr: Good Friday 5 Apr: Easter Monday
- 26 Apr: ANZAC Day holiday 3 May: Labour Day 14 Jun: Queen's Birthday 27 Aug: Gold Coast Show Day
- 28 Dec:* Christmas Day 27 Dec:* Boxing Day

*Christmas Day & Boxing Day fall on a weekend. This substituted public holiday has not yet been approved by QLD State Government. A full week's tuition is payable in weeks comprising public holidays, no refunds will be offered due to shortened weeks.

HOW DID YOU HEAR ABOUT GEOS

- Friends/Relatives Advertisement/Publications Agent _____
- Exhibition/Seminars Internet Other _____

AGENT INFORMATION

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

Agency Name: _____

Agency Address: _____

Telephone: _____

Counsellor: _____ Email Address: _____

TOTAL FEES – Please complete

Enrolment Fee		\$ 200
Tuition Fee (1) (.....weeks x \$.....per week)		\$ _____
Tuition Fee (2) (.....weeks x \$.....per week)		\$ _____
OSHC (months.....)		\$ _____
Airport Transfer		\$ _____
Accommodation Placement Fee		\$ _____
Accommodation (.....weeks of homestay)		\$ _____
Other: _____		\$ _____
TOTAL		\$ _____

Please note GEOS Gold Coast 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.

REFUND POLICY (PLEASE READ CAREFULLY)

ENROLMENT AND ACCOMMODATION PLACEMENT FEES

Enrolment and Homestay Placement Fees are non-refundable.

HOMESTAY FEES

If written cancellation is received 14 days prior to your arrival at the Homestay a full refund of unused fees is available. If your visa application is rejected your Homestay payment will be refunded in full. If you cancel your accommodation request once you are in your homestay, a minimum of two weeks' rent is to be paid. You must give at least two weeks' notice if you wish to change your accommodation. Student flight details must be received to begin the placement process. Once flight details are received, the Homestay placement service may take up to 10 working days.

AIRPORT PICKUP FEES

If written cancellation is received 7 days prior to airport pickup a full refund of unused fees is available. If your visa application is rejected, your Airport Transfer payment will be refunded in full. If your airline flight details change, please give us as much notice as possible. If you give us less than 24 hours notice, you will incur another airport transfer fee.

TUITION FEES

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 the college receives written notice of cancellation of enrolment 28 days prior to the course commencement, a full refund of tuition fees will be paid. If the college receives written notice of cancellation less than 28 days prior to the course commencement, a refund of 75% of tuition fees will be paid.

No refund will be given if you cancel your course on or after the date of commencement.

If you make changes to your course after you have started, you are required to provide a minimum of 4 weeks notice (ie. transfers, deferrals or early course completions).

Any refunds will be paid within 4 weeks of receipt of written application. All refunds will be made in Australian dollars, and directly to the person who entered into the contract, unless written authorisation is received from that person, requesting payment of a refund to another party.

In the unlikely event that GEOS Gold Coast 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 a suitable alternative course by GEOS Gold Coast 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.

In the case of a refund being made to a student, in accordance with the conditions above, any portion of tuition fees collected by an education agent will be refunded by the agent, as per the terms and conditions of GEOS Gold Coast's Agreement. Any such refund is calculated as a proportion of the tuition fees, based on the commission originally received by the education agent and the amount being returned to the student, in accordance with the above conditions.

Applications for refunds must be sent in writing to: The Manager, GEOS Gold Coast, PO Box 567, Surfers Paradise, QLD 4217, Australia, or via email to enrol@geosgoldcoast.com within two weeks.

GENERAL

Any specials applied to the original enrolment will take place at the end of the course. If, due to exceptional circumstances, such as serious illness or bereavement, a monetary credit for study weeks is granted, it will include only paid weeks remaining and will be valid for a period of 12 months from the date of issue.

GEOS Gold Coast will not accept students under the age of 18 years of age (except on a study tour or in the Young Learners Program).

INFORMATION DISCLAIMER

This agreement, and the availability of complaints and appeals processes, does not remove the right to take further action under Australian Consumer Protection laws. Australian Law requires student visa holders to inform GEOS Gold Coast of any change of address within 7 days and other changes thereafter. Student details 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 the National Code. The provider is required under S19 of the ESOS Act 2000 to tell the department of:

- (i) certain changes to the student's enrolment
- (ii) any breach by the student of a student visa condition relating to attendance or satisfactory academic performance.

TERMS AND CONDITIONS (please read carefully)

- o I have read and understand the terms of GEOS Gold Coast's Refund Policy.
- o I understand that some courses require a prerequisite level of English language proficiency for entry.
- o I understand that I will be tested on or before the commencement of my course, and placed in an appropriate English language level.
- o I understand that I must complete all class work, assignments, activities and assessments in order to maintain satisfactory progress.
- o I understand that I must attend at least 80% of my English course, and that if I fail to do so, I may be reported to the Australian Government.
- o I understand that I must inform GEOS Gold Coast immediately if I change my address in Australia.
- o I understand that I cannot change my school during the course without a written letter of release from GEOS Gold Coast.
- o I have read the regulations of the college and agree to abide by them.
- o I am aware that school age dependents accompanying me will be required to pay full at a private or government school in Australia.
- o I understand that my personal information may be shared with the Australian Government, designated authorities, the Tuition Assurance Scheme, and the ESOS Assurance Fund Manager. This information may include personal and contact details, course enrolment details and changes, and circumstances of any suspected breach by the student of a student visa condition.
- o I agree that GEOS Gold Coast can share information about my course and my progress with my parents, recruiting agent and government agencies as required.
- o I acknowledge that GEOS Gold Coast 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.

APPLICANT'S STATEMENT

I agree to abide by the POLICIES, TERMS AND CONDITIONS for the enrolment.

Signature

Date

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