



Lloyds International College

ABN Number: 70 060 771 566
 (CRICOS Provider Code: 01942A; National Provider Code: 7017)
 Level 1&5, 307 Pitt St, SYDNEY NSW 2000
 Tel: + 612 8263 1200 - Fax: + 61 2 8263 1238
 Web: www.lloydscollege.nsw.edu.au
 Email: info@lloydscollege.nsw.edu.au

International Students Application Form - Part 1

YOUR PERSONAL DETAILS		INTENDED COURSES	
FAMILY NAME:		COURSE 1:	
GIVEN NAME:	MALE: FEMALE:	DURATION:	Morning: Afternoon:
ADDRESS (AUSTRALIA) :		START DATE:	END DATE:
POST CODE:		COURSE 2:	
TELEPHONE: ()	MOBILE:	DURATION:	Morning: Afternoon:
EMAIL:		START DATE:	END DATE:
DATE OF BIRTH: / /		OVERSEAS STUDENT HEALTH COVER	
<p>The Australian Government requires all persons entering Australia on a Student Visa to take Overseas Student Health Cover (OSHC). The current ahm cover is \$AUS 315.00 per annum / per person.</p>			
		YES	NO
IF "YES" THEN FOR HOW MANY WEEKS? _____			
AIRPORT PICK-UP			
DO YOU REQUIRE PICK-UP FROM SYDNEY (KINGSFORD-SMITH) AIRPORT TO YOUR PLACE OF ACCOMMODATION? Airport Pick-Up \$120.00			
YES		NO	
(IF "YES" THEN YOU WILL HAVE TO LET US KNOW YOUR ARRIVAL DETAILS AS SOON AS POSSIBLE.)			
ACCOMMODATION			
DO YOU REQUIRE US TO FIND ACCOMMODATION FOR YOU IN SYDNEY? Accommodation Placement Fee (Non-Refundable) \$187			
YES		NO	
IF "YES" THEN FOR HOW MANY WEEKS? _____			
SINGLE		SHARE	
NON-SMOKING		SMOKING	
HOMESTAY		STUDENT HOUSE	
DO YOU HAVE ANY SPECIAL FOOD OR DIETARY REQUIREMENTS?			
MANDATORY FORMS:			
<p>Please attach to this application form:</p> <ol style="list-style-type: none"> 1. Copy of passport 2. High School Certificate (or Equivalent) 3. Education Transcript 4. Copy of IELTS/TOEFL results 			
HOW DID YOU HEAR ABOUT LIC? (PLEASE TICK)			
Friends / Relatives		Embassy	
Website		Newspapers / Magazine Agent (Name/Stamp)	
HOMESTAY & EDUCATION AUSTRALIA Suite 103, Level 1, 379-383 Pitt Street, Sydney NSW 2000 Australia Telephone 02 9268 0933			



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CANCELLATION AND REFUND POLICY

1. The Enrolment processing Fee, Accommodation Placement Fees and Airport Pick-Up Fees are non-refundable whether you complete your course or not.
2. An administrative charge of \$100 is made to vary an application (e.g. Change of Course, Change of Start Date)
3. Tuition Fees and OSHC are refunded in full where The Australian Embassy/High Commission rejects the Student's Visa Application in writing and a copy of the rejection letter is sent to Lloyds International College (LIC).
4. Notices of Cancellation are not effective until Lloyds International College receives written notification of your cancellation.
5. Tuition fees will be refunded in part where a student wishes to cancel a course, with a letter signed by the student.
 - More than 28 days before course commencement, less 10% for administrative expenses
 - Where a cancellation occurs less than 28 days prior to the starting date of the course, 30% of tuition fees will be deducted from the full fee applicable for the semester/course.
6. No refunds will be made after the commencement date of the course. Where 2 or more courses are packaged, the conditions apply to all elements. If Enrolment fee is waived due to special conditions/offers, all refunds will attract an administration charge of \$150.00. Note that for packaged courses the course start date is taken to be the start date of the first course
7. Visa rejection refunds will require a copy of the visa rejection notification from the Australian Embassy / High Commission/ DIAC and your Official Mercury Colleges receipt.
8. Course and other Fees are not transferable to another student or institution but may be transferred to another course within Lloyds International College at the discretion of the College.
9. All refunds due to student default are in Australian Dollars and processing time is within 4 weeks, from the date all required documents were submitted.
10. Any approved refunds are made payable to and sent to the student or his/her agent, in the country of origin as applicable in Australian dollars.
11. Bank charges are deducted for refunds made by bank draft or electronic transfer.
12. Personal insurance and student expenses are not included in the fees quoted and are the responsibility of the student.
13. LIC will pay a full refund to the student within 2 weeks after the default date when LIC:
 - Does not offer a course on the advertised start date:
 - Terminates a course after the course start date and before the course completion date
 - Does not provide a course as advertised due to sanctions by any authorities
 This refund is equal to the daily course rate (total tuition fees divided by the total course days) x the number of course days for which the student has not received service.
14. All refund considerations will be strictly limited to the monies which LIC has received from the student as tuition fees only i.e. exclusive of all no-refundable fees and agents' commission (whether this commission was deducted before or after student payment to LIC).
15. Personal insurance and student expenses are not included in the fees quoted and are the responsibility of the student.

METHOD OF PAYMENT				
Cheque	Cash	Credit Card	Bank Deposit	International Money Order
Bank: Commonwealth Bank of Australia		Branch: Liverpool & Castlereagh Street, SYDNEY NSW 2000		SWIFT Code: CTBAU2S
Account Name: Lloyds International College		BSB - 062 016		Account Number - 2803 5955
Name on Card:		Type of Card:		
Card Number:		Expiry:		

TOTAL DUE	DECLARATION														
<p>Please include total for <u>all</u> services that you have requested up this point.</p> <p style="text-align: center;">Fee Calculation (see pricelist for fees) In <u>Australian Dollars</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Enrolment</td> <td style="width: 20%; text-align: right;">\$</td> </tr> <tr> <td>Tuition</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Accommodation Placement Fee</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Homestay Accommodation-weeks</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Airport Transfers</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>OSHC</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">\$</td> </tr> </table>	Enrolment	\$	Tuition	\$	Accommodation Placement Fee	\$	Homestay Accommodation-weeks	\$	Airport Transfers	\$	OSHC	\$	TOTAL	\$	<p>I have fully read and understood LIC's terms and conditions including the refund and cancellation policy and I agree to abide by them.</p> <hr/> <p>Signature of Student _____ Date: / /</p> <hr/> <p>If fees are being paid by another person(s) or company:</p> <p>I _____ (Name of person(s) / company paying fees – please print) declare that I have the financial capacity to meet Course fees and agree to pay these fees as they become due and I have read, fully understood and accept LIC's terms and conditions and I have signed and attached the compulsory checklist to this enrolment form.</p>
Enrolment	\$														
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