

# APPLICATION FORM

JULY 2007 - JUNE 2008

**EDUCATION & TRAINING  
INTERNATIONAL**  
TAFEWA • SENIOR COLLEGES • SCHOOLS



Level 7, 190 St Georges Terrace, Perth Western Australia 6000  
PO Box 7466 Cloisters Square, Perth WA 6850  
Telephone (618) 9320 3777 Facsimile (618) 9320 3717  
<http://www.eti.wa.edu.au> Email: [admissions.eti@det.wa.edu.au](mailto:admissions.eti@det.wa.edu.au)  
Provider Code - 00020G

**.01**  
Personal  
Details

Family Name

Given Names

Preferred Name

Sex (Male/Female)

Date of Birth (Day/Month/Year) / /

Do you have a husband, wife or any dependents?

Yes

No

If yes, will they be joining you in Australia?

Yes

No

Do you have any type of disability or illness?

Yes

No

If yes, please specify

Are you applying in Australia or outside Australia?

In

Outside

**.02**  
Address

Home Address (outside Australia)

Overseas Contact Numbers (country code/area code/number)

Telephone

Fax

Mobile

Email

Local Address in Australia (if applicable)

Local Contact Numbers

Telephone

Fax

Mobile

**.03**  
Language

What is your first language?

What language is spoken at home?

Have you passed either a TOEFL or IELTS English Language test?

Yes

No

If yes, English Test

Result

Date of Result

**.04**  
Citizenship

Country of Birth

Nationality (as shown on your passport)

Passport No.

Do you hold an Australian Visa?

Yes

No

Visa Expiry Date

If yes, type of visa

Student

Working Holiday

Tourist/Visitor

Other

If no, what type of visa will you apply for?

Student

Working Holiday

Tourist/Visitor

Other

**.05**  
Overseas  
Student  
Health  
Cover

Do you have current Overseas Student Health Cover?

Yes

No

If yes, who is your provider

Medibank Private

World Care Assist

What is your membership number?

If no, who is your preferred provider

Medibank Private ([www.medibank.com.au](http://www.medibank.com.au))

World Care Assist ([www.worldcare.com.au](http://www.worldcare.com.au))

Do you need Family or Single membership?

Family

Single

Office Use Only

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.06  
Education

Please list details of your overseas education, including the highest level of education reached (please include academic transcripts).

Year \_\_\_\_\_ Country \_\_\_\_\_ Name of School \_\_\_\_\_

Name of Course \_\_\_\_\_ Period of Study \_\_\_\_\_

Results attached  Yes  No

Have you studied at another college/university in Australia before coming to TAFE WA?  Yes  No

If yes, Year \_\_\_\_\_ Name of School \_\_\_\_\_ Name of Course \_\_\_\_\_

Period of Study \_\_\_\_\_ Results attached  Yes  No

Have you been at this institution longer than 12 months?  Yes  No If no - you will need to provide a release letter.

.07  
English  
Language  
Course  
Enrolment

English Course you wish to study at TAFE WA \_\_\_\_\_

Number of weeks \_\_\_\_\_

Commencement Date (Refer to Term Dates at back of Handbooks) \_\_\_\_\_

.08  
Award  
Course  
Enrolment

Course Name (Highest qualification first) \_\_\_\_\_

Course No. \_\_\_\_\_

Commencement Date  Feb  July Year \_\_\_\_\_

.09  
Offer Letter

Where would you like your offer letter sent?  Agent  Overseas Address  Australian Address

.10  
Airport Pickup &  
Accommodation

Do you require Airport pickup?  Yes  No

Do you require Homestay accommodation?  Yes  No \*If yes, our Homestay co-ordinator will send more information to you.

.11  
TAFE WA

Which was the first influence on your decision to study at TAFE WA ? (mark one box only)

- Education Exhibition  TAFE Website/ Study @eti email  Agent in your country  
 A friend/relative in Australia  A friend/relative in your country  Agent in Australia  Australian Embassy  
 An advertisement  TAFE WA Brochures  Education & Training International staff

.12  
Emergency  
Contact  
Details

Name \_\_\_\_\_ Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Relationship to you \_\_\_\_\_

.13  
Agent  
Declaration  
and Details

I \_\_\_\_\_ of \_\_\_\_\_ confirm that I have counselled and briefed the applicant about TAFE WA policies and procedures and the terms and conditions related to this application in accordance with our agent agreement with Education & Training International.

**HOMESTAY & EDUCATION AUSTRALIA**  
Suite 103, Level 1, 379-383 Pitt Street, Sydney NSW 2000 Australia  
Telephone 02 9268 0933 Facsimile 02 9268 0399

Agent Name \_\_\_\_\_

Agent Telephone Number \_\_\_\_\_ Agent Fax Number \_\_\_\_\_

Agent Email Address \_\_\_\_\_

Would you prefer offer letter  Faxed  Emailed

### CODE OF CONDUCT

1. At all times, students' conduct whilst in the college must allow other students to learn in a safe and suitable environment.
2. Cheating of any kind is strictly forbidden in TAFE colleges. Cheating will result in failure and the possibility of being sent home without a qualification. This also applies to plagiarism (college lecturers will explain this in detail).
3. It is a Department of Immigration and Citizenship (DIAC) requirement that international students must study full time and achieve satisfactory attendance and progress levels, where attendance must reach a minimum of 80% and progress must reach a minimum of pass levels in 75% of award subjects. Failure to do so may lead to termination of studies.
4. Attempts to forge Doctors Certificates for attendance records will result in suspension from studies and may lead to dismissal.
5. Substance abuse (eg illegal drug taking or trafficking) is strictly forbidden in Western Australia. Any student found involved in this may be investigated by Police and sent home.
6. Any student found to be involved in activities, which contravene Australian law will be automatically dismissed from their TAFE studies.

# REFUND POLICY FOR EDUCATION & TRAINING INTERNATIONAL\_TAFE WA

All requests for a refund should be submitted in writing (with supporting documentation) to the Manager, International Students Services at Education & Training International.

Refund Policy	Amount Refunded ELICOS	Amount Refunded MAINSTREAM
If the visa application is unsuccessful	All the fees paid except an Administration Fee of (AUD) \$230.00	All the fees paid except an Administration Fee of (AUD) \$230.00
If TAFE WA is unable to provide the course (refund within two weeks)	All the fees paid	All the fees paid
If incorrect or incomplete information is supplied by the applicant and the offer is withdrawn by Education & Training International	All the fees paid except (AUD) \$600.00	All the fees paid except (AUD) \$600.00
If the student withdraws <b>more than 10 weeks before</b> the course commences	All the fees paid except (AUD) \$230.00	90% of semester fees paid
If the student withdraws <b>4 - 10 weeks before</b> the commencement of the term	70% of all fees paid	70% of semester fees paid
If the student withdraws from a course <b>0 - 4 weeks before</b> the commencement of the term/semester or during the term/semester	No refund for that term	50% of semester fees paid
If the student withdraws <b>0 - 4 weeks after</b> a term/semester commences	No refund	40% of semester fees paid
If the student withdraws <b>after week 4</b> of commencement of the term/semester	No refund	No refund
If a student breaches international visa conditions or the rules of the provider and is terminated from the course	No refund	No refund of the current semester fees. 40% refund of one subsequent semester fees will apply.

## A notice of withdrawal due to:

- Illness or disability
- Death of a close family member (parent, sibling, spouse, child)
- Political or civil event that prevents acquittal

May be accepted as grounds for a partial refund of fees. Supporting documentary evidence must be provided.

This agreement does not remove the right to take further action under Australia's consumer protection laws.

The registered provider's dispute resolution processes do not circumscribe the student's right to pursue other legal remedies.

## PERMISSION TO RELEASE RESULTS

From time to time we may need to contact your parents, guardian or agent to discuss matters concerning your welfare and academic progress. To do this, we require your permission. Please note this includes providing exam results if requested. Personal information may also be made available to Commonwealth and State Agencies pursuant to obligations under the ESOS Act 2000 and the National Code.

## DECLARATION

Information provided by the Applicant may be made available to State and Commonwealth agencies and parents and guardians.

I certify that the information on this form and supporting documentation are complete and correct. I acknowledge that the provision of incorrect information or documentation or the withholding of information or documentation relating to my application may result in cancellation of my enrolment.

By signing this application form I agree that I have read and understood the Code of Conduct, Refund Policy and the Permission to Release results.

Signed \_\_\_\_\_

Signed by Guardian (if under 18 years of age) \_\_\_\_\_

Dated \_\_\_\_\_

More information about TAFEWA can be found on the Web at

[www.eti.wa.edu.au](http://www.eti.wa.edu.au)

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