



# Sydney College of English

CRICOS Provider Code: 00050A

35-39 Mountain Street, Broadway, Sydney, NSW 2007, AUSTRALIA  
 Tel: (61 2) 9281-5211 Fax: (61 2) 9281-5208  
 Internet: www.sce.nsw.edu.au Email: english@sce.nsw.edu.au



## Course Fees 2007

(All fees in Australian dollars)

<p><u>General English Courses</u></p> <p>Part Time 15 hrs / week \$250            N.B. Student visa holders cannot study part time in Australia</p> <p>Full Time 27.5 hrs / week</p> <p>1 ~ 10 weeks \$330            11 ~ 20 weeks \$320            21 ~ 30 weeks \$310            31 ~ 40 weeks \$300            41 &amp; above \$290            N.B. Textbooks are not included in these fees.</p>	<p><u>Other Fees</u></p> <p>Enrolment Fee \$200            Accommodation Placement Fee \$165            Accommodation Change \$100            Overseas Student Health Cover \$28.50            (Charge per month)            HSP Books &amp; Activities Fees / week \$20            Airport meet and greet \$100            Airport meet, greet and return \$170</p>
<p><u>High School Preparation 30 hrs / week</u></p> <p>1 ~ 10 weeks \$360            11 ~ 20 weeks \$350            21 ~ 30 weeks \$340            31 ~ 40 weeks \$330            41 &amp; above \$320</p>	<p><u>Homestay</u></p> <p>(Single Room / half board) per week \$220            HSP Homestay and guardianship per week \$255            Homestay Xmas Surcharge \$60            (If you stay in Homestay during the SCE Christmas break)</p>
<p><u>Cambridge FCE, CAE, CPE</u></p> <p>Full Time 27.5 hrs / week \$370            N.B. Textbooks are included in these fees if you do a full 10 or 12 week Cambridge course.</p> <p><u>English for Academic Purposes (EAP)</u></p> <p>Full Time 27.5 hours / week \$330            N.B. Textbooks are not included in these fees.</p> <p><u>English for Hospitality &amp; Tourism</u></p> <p>Full Time 27.5 hours / week for 12 weeks \$330</p> <p><u>Private Tuition</u></p> <p>1 hour \$85</p>	<p><u>English Plus Programs</u></p> <p>Demi Pair / Au Pair Placement \$300            N.B. Deposit for program \$300</p> <p>Work and Study Placement \$450</p> <p>Professional Internship Placement</p> <p>1 ~ 6 weeks \$1100            7 ~ 12 weeks \$1600</p>

### Major Starting Dates :

Tuesday 2 <sup>nd</sup> Jan	Monday 16 <sup>th</sup> Jul
Monday 29 <sup>th</sup> Jan	Monday 13 <sup>th</sup> Aug
Monday 26 <sup>th</sup> Feb	Monday 10 <sup>th</sup> Sept
Monday 26 <sup>th</sup> Mar	Monday 8 <sup>th</sup> Oct
Monday 23 <sup>rd</sup> Apr	Monday 5 <sup>th</sup> Nov
Monday 21 <sup>st</sup> May	Monday 3 <sup>rd</sup> Dec
Monday 18 <sup>th</sup> Jun	

### Public Holidays :

Monday 1 <sup>st</sup> Jan	(New Year's Day)
Friday 26 <sup>th</sup> Jan	(Australia Day)
Friday 6 <sup>th</sup> Apr	(Good Friday)
Monday 9 <sup>th</sup> Apr	(Easter Monday)
Wednesday 25 <sup>th</sup> Apr	(ANZAC Day)
Monday 11 <sup>th</sup> Jun	(Queen's Birthday)
Monday 6 <sup>th</sup> Aug	(Bank Holiday)
Monday 1 <sup>st</sup> Oct	(Labour Day)

2006 - 2007 Christmas Break : Monday, 25<sup>th</sup> Dec to Monday, 1<sup>st</sup> Jan (Inclusive)  
 2007 - 2008 Christmas Break : Monday, 24<sup>th</sup> Dec to Tuesday, 1<sup>st</sup> Jan (Inclusive)



# Sydney College of English

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Please complete and return by fax or mail to  
SYDNEY COLLEGE OF ENGLISH, PMB 10 Broadway,  
Sydney, NSW 2007, AUSTRALIA  
or Fax: (61 2) 9281-5208. Tel: (61 2) 9281-5211

## AGENT STAMP

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

### ENROLMENT FORM

#### PERSONAL INFORMATION

- FAMILY NAME
- GIVEN NAME
- POSTAL ADDRESS IN HOME COUNTRY
- FAX / TELEPHONE  
Country Code  Area Code  Tel
- ADDRESS IN SYDNEY (IF KNOWN)
- NATIONALITY  7. VISA TYPE
- DATE OF BIRTH  9. GENDER (Please ✓)  
Day / Month / Year Male  Female
- EMAIL
- PLEASE MARK (X) YOUR ENGLISH LEVEL  
Beginning Intermediate Advanced  
1 2 3 4 5

#### YOUR COURSE

- WHEN WOULD YOU LIKE TO START YOUR COURSE?
- HOW MANY WEEKS?
- FULL TIME (27.5 HOURS PER WEEK)   
PART TIME (15 HOURS PER WEEK)
- WHICH COURSES ARE YOU INTERESTED IN? (Please ✓)
  - General English (GE)
  - English for Academic Purposes (EAP)
    - Preparation for EAP
    - EAP 1
    - EAP 2
  - Cambridge Examinations
    - FCE  CAE  CPE
    - GE + IELTS / TOEFL / TOEIC
    - TOEIC Preparation
  - English Plus Programs
    - Demi Pair / Au Pair
    - English for Hospitality & Tourism
    - Work + Study
    - Professional Internship

- DO YOU PLAN TO ATTEND A PARTICULAR TERTIARY INSTITUTION? IF SO, WHICH ONE?

- HIGH SCHOOL PREPARATION   
DO YOU REQUIRE A GUARDIAN WITH SCE?  
Yes  No  If "No", please provide details  
Contact Name   
D.O.B.   
Contact Details

#### ACCOMMODATION

- WITH SCE? Yes  No   
If "Yes", how many weeks?   
Start date for accommodation?
- HOMESTAY :  
Single room  With meals   
Shared room  No meals   
Bed & Breakfast   
(N.B. Shared room only available if travelling with a friend)
- HOSTEL :  
Single room  Shared room
- DO YOU SMOKE? Yes  No   
Is it OK if other people in the house smoke?  
Yes  No
- ARE PETS OK? Yes  No
- DO YOU HAVE ANY ALLERGIES OR OTHER HEALTH PROBLEMS?  
Yes  No   
If "Yes", please give details :
- ARE THERE ANY FOODS YOU DO NOT EAT?
- ANY SPECIAL REQUESTS?
- DO YOU REQUIRE AIRPORT MEET AND GREET?  
Yes  No

	AU\$
ENROLMENT FEE	_____
TUITION FEE ( _____ WEEKS)	_____
ACCOMMODATION PLACEMENT	_____
HOMESTAY / HOSTEL ( _____ WEEKS)	_____
AIRPORT MEET AND GREET	_____
OSHC (Medical Health Cover)	_____
HSP Homestay and Guardianship	_____
HSP Books and Activities ( _____ WEEKS)	_____
OTHERS	_____
<b>AU\$TOTAL</b>	_____

I understand and accept SCE's enrolment, cancellation and refund policies stated overleaf.

SIGNED BY STUDENT : \_\_\_\_\_

SIGNED BY GUARDIAN : \_\_\_\_\_

Date (Day / Month / Year) : \_\_\_\_\_

## CANCELLATION AND REFUND POLICIES

- Notices of cancellation are not effective until written notification is received by Sydney College of English (SCE). All refunds are in Australian dollars.
- If you must withdraw from a course because the Australian government will not issue you with a visa, tuition fees will be refunded in full on presentation of the letter from the relevant Australian authority stating that the visa application has not been successful.
- If you withdraw from the course for any other reason and notify SCE in writing 28 days or more before the course begins, an amount no less than 90% of tuition fees will be refunded.
- If you withdraw from the course less than 28 days before the course begins, an amount no greater than 8 weeks' tuition fees will be retained by SCE.
- In such cases, any refund will be made within 4 weeks of written notification of withdrawal from the course ESOS Act 2000 Sections 28.3 & 29.4.
- If you withdraw after you have started your course, no fees will be refunded.
- A cancellation fee will apply if less than 4 weeks' notice is given for cancelling homestay, either before the course starts or after the course has started.
- In all cases above, the enrolment fee, and the accommodation placement fee are not refundable. Bank charges are deducted for refunds made by bank draft or electronic transfer.
- SCE adheres to the policy of refunding fees to the student's chosen overseas account. However, in cases of extreme hardship SCE will consider onshore refund payments. In either case this is determined at the discretion of the Principal Executive Officer.

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- Tuition fees are not transferable.
  - In the unlikely event of default by SCE situations are covered by the provisions of the ESOS Act 2000 and the ESOS regulations 2001.

### Grievance Statement

SCE has in place appropriate arrangements for independent grievance dispute resolution. However, these dispute resolution processes do not circumscribe your right to pursue other legal remedies. By signing the SCE enrolment form, you agree with SCE's enrolment, cancellation and refund policies but this does not remove your right to take further action under Australia's consumer protection laws.

### SCE Privacy Statement

For all student visa holders, information provided by the students to SCE may be made available to Commonwealth and State agencies and the Fund Manager of the ESOS Assurance Fund, pursuant to the ESOS Act 2000 and the National Code. SCE is required under this act to report to the relevant government department certain changes to a student visa condition relating to attendance or satisfactory academic performance.

## HOW TO ENROL

### PLEASE READ OUR BROCHURE FOR INFORMATION ABOUT ENROLLING FROM DIFFERENT COUNTRIES.

- Fill in this SCE enrolment form and send it by fax or mail with the full course fee, enrolment fee and any other required fees.
- Contact the nearest Australian embassy or consulate to find out how to apply for the correct visa. This might involve health checks and other formalities.
- If accommodation is required from SCE, please also send the accommodation placement fee, airport pick-up fee and accommodation fees.
- Please also include the compulsory OSHC Medibank Insurance fee if you are travelling on a student visa.
- Send the fees as a bank cheque made payable to "Sydney College of English" or by telegraphic transfer (TT) to :

#### Account name :

Sydney College of English Trust Account

#### Bank name :

National Australia Bank

#### Branch name & address :

Newtown Branch 277 King Street Newtown NSW 2042, AUSTRALIA

#### BSB :

082 - 387

#### Account number:

039372709

#### Swift Code :

NATAAU3302S

- Please make sure your name is included in the transfer details so we can trace the money received.
- If you are travelling on a student visa we will immediately send you an Electronic Confirmation of Enrolment (ECoE).
- If airport pick-up is required, please inform SCE of your arrival details (**Flight number / Date / Arrival time**) at least two weeks before you arrive.

I understand and accept SCE's enrolment, cancellation and refund policies stated above.

SIGNED BY STUDENT :

Date (Day / Month / Year) :

SIGNED BY PARENT OR GUARDIAN :

Date (Day / Month / Year) :