

personal details

Family name: _____ Nationality: _____
 Given names: _____ Country of birth: _____
 Date of birth: (d)___/(m)___/(y)___ Male Female Passport number: _____
 Address in home country: _____ Type of visa: Student Working Holiday Tourist
 _____ Highest qualification achieved: _____
 _____ Name of institution: _____
 Phone: _____ Country: _____ Year completed: _____
 Email: _____ Have you taken a formal English language test in the last two years?
 Address in Australia (if known): _____ Yes No Date taken: (d)___/(m)___/(y)___
 _____ Test name: _____ Test score: _____
 _____ Estimated English level: Beginner Elementary Pre-intermediate
 _____ Intermediate Upper-intermediate Advanced
 Phone: _____ What is your native language? _____
 Email: _____

course selection

General English Full-time Part-time _____ weeks
 Preparation for IELTS & Academic Study _____ weeks
 Do you wish to book the IELTS exam? Yes No
 Cambridge Exam Preparation FCE CAE CPE
 TOEIC Intensive TOEIC Top-up
 Do you wish to book the TOEIC exam? Yes No
 Conversation English _____ weeks
 Business English _____ weeks
 Do you wish to book the Business English Certificate exam?
 Yes No
 Private Tuition _____ weeks
 Holiday Program _____ weeks

START DATE: (D)___/(M)___/(Y)___

BONDJ CAMPUS CITY CAMPUS

service selection

Do you require homestay accommodation? Yes No
 How many weeks? _____
 Arrival date: (d)___/(m)___/(y)___
 Departure date: (d)___/(m)___/(y)___
 Do you smoke? Yes No
 Do you have any medical conditions? _____
 Do you have any special needs? _____
 What are your hobbies? _____
 Do you require airport pick-up? Yes No
 Arrival date: (d)___/(m)___/(y)___
 Arrival time: _____ am _____ pm Flight number: _____
 Do you require airport drop-off? Yes No
 Do you require any other GEOS Sydney services?
 Guardianship Yes No Au-pair placement Yes No
 Internship placement 1 - 6 weeks 13 - 26 weeks
 7 - 12 weeks 27 - 52 weeks

STUDENT VISA HOLDERS: Do you require GEOS Sydney to arrange your

Overseas Student Health Cover? Yes No

declaration

I UNDERSTAND AND ACCEPT THE GEOS SYDNEY CONDITIONS OF ENROLMENT AS STATED OVERLEAF.

Name: _____ Signature: _____ Date: _____

Parent or legal guardian if student under 18 years of age:

Name: _____ Signature: _____ Date: _____

HOW DID YOU FIND OUT ABOUT GEOS SYDNEY? _____

BOOKING AGENT:

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

how to enrol

- Step 1. Complete and sign the enrolment form, ensuring you understand the Conditions of Enrolment below.
- Step 2. Send the enrolment form to GEOS Sydney via email, fax or post.
- Step 3. GEOS Sydney will send you an acceptance letter and invoice.
- Step 4. Payment may be made by cash, credit card, bank cheque or bank transfer.
- Step 5. If you intend to study on a Student Visa, GEOS Sydney will issue you with a Confirmation of Enrolment (COE) once payment has been received. You will require the COE when applying for your Student Visa.
- Step 6. If you book homestay, GEOS Sydney will send you your homestay details approximately three weeks prior to your arrival in Australia.
- Step 7. If you book airport pick-up, please advise GEOS Sydney of your flight details at least one week prior to your arrival in Australia.

Payment methods:

- Cash
- Bank cheques- payable to
 GEOS National English Academy
- Credit card- please ask us for a
 Credit Card Authorisation Form
- Bank transfer:
 Bank name National Australia Bank
 Branch number 082 001
 Account name GEOS National English Academy
 Account number 62393-4221 (Student Visa)
 04588-4620 (all other applicants)

conditions of enrolment

Enrolment Fee & Tuition Fees

The Enrolment Fee is non-refundable.

If your application for an Australian visa is rejected, the College will refund 100% of your tuition fees after receiving evidence from the relevant Australian authority that your visa application was refused.

If the College receives written notification from you that you wish to cancel your course, the following conditions will apply:

- When the College receives written notification 28 days or more before the course begins, the College will refund 100% of your tuition fees or transfer 100% of your tuition fees to a later course.
- When the College receives written notification less than 28 days before the course begins, the College will refund 75% of your tuition fees or transfer 75% of your tuition fees to a later course.

No refund of tuition fees will be paid once the course in which you are enrolled has commenced.

If the College cannot provide the advertised course for which you are enrolled, the College will refund 100% of your tuition fees for that course.

Homestay & Airport Pick-up Fees

The Homestay Placement Fee is non-refundable.

If your application for an Australian visa is rejected, the College will refund 100% of your homestay and airport pick-up fees after receiving evidence from the relevant Australian authority that your visa application was refused.

If you book an airport pick-up, the College must receive your flight details one week prior to your arrival in Sydney. If your flight details change and you do not give the College 24 hours notice, the College may require you to pay an additional airport pick-up fee.

If you cancel your homestay request less than two weeks before you begin your homestay, you will be liable for two weeks rent.

If you wish to leave your homestay at any time, you must give at least two weeks notice or pay two weeks rent in lieu of notice.

Other Conditions

Students are expected to adhere to the College rules at all times. The College reserves the right to expel students for serious breaches of the College rules. No fees will be refunded in such cases.

The College reserves the right to provide a student's personal information to Commonwealth and State agencies and the ESOS Assurance Fund Manager as necessary.

The College has a process for resolving disputes. This process does not circumscribe the student's right to take further action under Australia's consumer protection laws or to pursue other legal remedies.

STUDENT VISA HOLDERS UNDER 18 YEARS OF AGE: parents must nominate a guardian living in Sydney who will be responsible for the welfare of their child whilst studying at the College, or request the College guardianship service.

St. Mark's International College
 Bondi Campus - Level 6, 1 Newland Street, Bondi Junction NSW 2022 Australia
 City Campus - Level 6, 56 - 58 York Street, Sydney NSW 2000 Australia
 Phone: (+61-2) 9369 1110 Fax: (+61-2) 9369 1112
 www.stmarks.com.au study@stmarks.com.au



CRICOS Provider 00045J
 ABN: 46 003 571 677