

FORM 1 INTERNATIONAL STUDENTS APPLICATION FORM

Please complete the application form in English. PLEASE PRINT CLEARLY IN CAPITAL LETTERS.



Part 1 Student Details

Surname or Family Name

Given Name(s)

Date of Birth (DD/MM/YYYY) / / Male Female Citizenship

Country of Birth Passport Number

If you are currently living outside Australia, please provide your overseas address. If you are already living in Australia, please provide your Australian address.

Number and Street

Suburb / Town / City Postcode/Zip code

Country

Home Phone Number (including country code) + Mobile Phone Number (including country code) +

Student Email Address

Part 2 Parents Overseas Contact Details

Father's Family Name Father's Given Name

Mother's Family Name Mother's Given Name

Number and Street

Suburb / Town / City Postcode/Zip code

Country

Home Phone Number (including country code) + Mobile Phone Number (including country code) +

Email Address

Part 3 Visa and Overseas Student Health Cover (OSHC)

Do you hold a current Australian visa? Yes No If yes, what type? Expiry date

Where will you lodge the student visa application? Country City

Do you already have OSHC cover? Yes No If yes, name of current provider Expiry date

Part 4 Accommodation and Welfare

International students under 18 years of age must have appropriate accommodation and welfare arrangements for the period of study in Australia. Students under 18 years must have a suitable carer. Parents must nominate one of the following accommodation and welfare options.

Please tick one option only:

- 1. **Kindergarten to Year 4 students:** Students in Kindergarten to Year 4 must reside with a parent on a guardian visa. I, as parent, will accompany the above mentioned student on a guardian visa. (Please complete Form 2: Parent Declaration for Guardian Visa Applicants form*)
- 2. **Years 5 to 8 students:** I nominate a Department of Immigration and Border Protection (DIBP) approved relative to provide accommodation, welfare and airport reception. If the student is applying for primary school, this option must be selected. Students in Years 5 to 8 must reside with a direct relative who can provide parental care and supervision. (Please complete Form 3: Direct Relative Nomination form*)
- 3. **Years 9 to 12 students:** I nominate a person over 25 years of age residing in NSW to provide accommodation, welfare and airport reception. I request that Amity College approve these arrangements as the welfare provider. This option is only available for students applying for Years 9 to 12. (Please complete Form 4: Parent Nomination for Homestay form*)
- 4. **Years 9 to 12 students:** I request the Amity College to arrange accommodation, welfare and airport reception. This option is only available for students applying for Years 9 to 12. Students will be placed in approved homestay accommodation. (Please complete Form 5: Homestay Information for Parents form*)

Complete the details below if you selected option 1, 2 or 3 from above:

Name of Nominee Relationship to Parent

Number and Street

Suburb / Town / City

Postcode Home Phone Mobile Phone

Email Address

* These documents can be found on the Amity College website (www.amity.nsw.edu.au)

Part 5 Education Proficiency

School Education Highest grade / Year level currently enrolled in School Name

Part 6 English Language Proficiency

The student must attain the following English Language Proficiency as condition of enrolment:

- Kindergarten to Year 6 - Not required
- Years 7, 8 and 9 require - minimum 5.0 IELTS (Academic)
- Year 10 requires - minimum 5.5 IELTS (Academic) or Equivalent
- Years 11-12 require minimum - 6.0 IELTS (Academic) or Equivalent

English Proficiency I have taken a recognised English language test (e.g. IELTS, I-DAT, TOEFL or equivalent result)

Name of test Score Date of test (DD/MM/YYYY) / /

English is the language of instruction at my current school English is my first language

I have attached an English Teacher's Recommendation Letter for K-6 Students At least 2 years of full-time study in Australia

I wish to enrol in an Intensive English program within the AICE (Australian International College of English). Yes No

Part 7 School Program and Placement

a) Campus applied

Prestons Campus (K-12) Auburn Campus (K-6) Illawarra Campus (K-7)

b) Please nominate the program you wish to enter

Primary Kindergarten Year 1 Year 2 Year 3 Year 4 Year 5 Year 6 Casual ___ weeks

Secondary Year 7 Year 8 Year 9 Year 10 Years 11 & 12 Casual ___ weeks

c) Preferred start date and year for school

Term 1 January Term 2 April Term 3 July Term 4 October Casual Full time Casual Part time Year

d) Do you have a brother or sister already enrolled in a NSW government school?

Yes No If yes, name of school

Part 8 Special Circumstances and Relevant Previous History (answer all questions)

a) Do you have any disabilities or medical conditions? Yes No
If yes, please specify and provide details. This includes allergies to pets, food or other allergies.

b) Have you been hospitalised in the last two years? If yes, Yes No
please specify and provide details.

c) To your knowledge is there anything in your history or circumstances (including medical history) which might pose a risk of any type to you, other students, or staff at the school? Yes No

If yes, provide a brief description of your medical or other history.

d) Do you smoke cigarettes? Please note that it is illegal in NSW for students under 18 years to purchase and smoke cigarettes. Yes No

e) Have you any past history of violent behaviour? Yes No
If yes, please provide details.

Did this involve being suspended or expelled from any previous school?

Yes No If yes, was this for (please tick if relevant):

- Actual violence to any person Illegal drugs
- Possession of a weapon or any item that may cause injury
- Threats of violence or intimidation of staff, students, or others at school

f) Have you been involved in any other incidents of the kind listed above outside the school setting? Yes No

If yes, please provide brief details.

Part 9 Declaration

I/We declare that all information provided with this application form is correct and that I/we have read and understood and agree to be bound by the terms and conditions on this form. I/We agree that the terms and conditions on this form, together with any offer letter constitute a written agreement between the parents/student (over 18) and Amity College for the purpose of the ESOS Act and National Code 2018.

I/We agree to pay the applicable tuition fees set out in this form prior to the commencement of the nominated studies.

I/We agree that in the event that false, inaccurate or misleading information is provided, Amity College reserves the right to cancel the enrolment.

I/We agree that when I/the student am/is accepted for enrolment in Amity College. I/we must comply with and ensure the student complies with the terms and conditions of enrolment. I/We understand and consent that personal information provided by the student to Amity College may be made available to the health insurance provider, Commonwealth and State agencies, pursuant to obligations under the ESOS Act 2018 and the National Code of Practice 2018 and to any contractors engaged by Amity College to provide advice or services in connection with any aspect of Amity College's international student program or operation.

I/We hereby consent to being contacted in connection with this application and any subsequent enrolment by text message, email or other electronic means and note that I/we may at any time opt out of being contacted by any such electronic means by contacting Amity College and so advising.

I/We consent to the student named in this application form:

Student Signature
(in native language)

Print Name
(in English)

Date (DD/MM/YYYY)

 / /

(Father)

(Mother)

Parent Signature/s
(in native language)

Print Name/s
(in English)

Date (DD/MM/YYYY)

 / /

Amity College Declaration

Personal information you supply and consent to being contacted is to be used by Amity College in connection with an application for a student to study at Amity College. Provision of information is voluntary but, if not provided, that application may be hindered. Amity College will not disclose personal information to outside parties other than as provided in this form unless required by law, you consent or it is needed to prevent serious threat to a person's health or safety. You can access and correct personal information by contacting Amity College. Information is collected on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2018. Information collected about you on this form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Assurance Scheme and the ESOS Assurance Fund Manager. In other instances information collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law.

Part 10 Agent Details - Optional

I confirm that I have briefed the applicant and parents on the Terms and Conditions relating to this application and provided the applicant with relevant information on Amity College consistent with the requirements of the ESOS Act 2018 and the National Code 2018.

Email

Signature Date (DD/MM/YYYY) / /

Agent Name

Address

Phone Number (including country code) + Fax +

Agent
Representative
Stamp

FEES SCHEDULE

(All fees are GST inclusive where applicable)

		Amount	
Application Fee Non-refundable and required for all applications submitted		A\$110	
International Student Diagnostic Exam Non-refundable and required for all applications submitted		A\$350	
Tuition Fees*			
Year Level		Fees per student per semester (2 terms)	Fees per student per year
Primary	Years K to 6	A\$6,700	A\$13,400
Junior Secondary	Years 7 to 10	A\$7,400	A\$14,800
Senior Secondary	Years 11 and 12	A\$8,300	A\$16,600
Casual Students (Min 3 Weeks)		A\$165 p/day full time	A\$110 p/day part time

*Tuition fees cover the charges for tuition only.

- Overseas Student Health Cover (OSHC) per student per year A\$600

Students must pay OSHC for the entire length of their visa. Fees are set by OSHC provider and are revised yearly. Estimated cost based on 2019 prices.

Fees must be paid in Australian dollars by one of the following methods:

- By credit card (MasterCard or Visa)
- By cash or cheque at following bank account

Bank Name	NAB (National Bank of Australia)
Bank Address	Shop 1078 Westfield Shopping Centre Liverpool NSW Australia 2170
Swiftcode	NATAAU33
Acc Name	Amity College Australia Ltd
BSB	082 343
Acc No	38899 8080

TERMS AND CONDITIONS

Amity College defines a study period as one semester (2 terms and up to 22 weeks).

REVIEW OF TUITION FEES

Amity College reserves the right to review its fees. If tuition fees are increased you will be required to pay the new fees as they are introduced. If you defer your course, you will be required to pay the fees which apply at your new commencement date.

SCHOOL FEE PAYMENT

New Students must pay:

- Application fee – regardless of application outcome
- Fees specified in the Amity College invoice which will be no more than 50% of the total tuition fees for the course of study or fees paid for two study periods, whichever is the greater.

Continuing Students must pay:

- Fees specified in the Amity College invoice by the due date.

REFUND POLICY

1 Definitions:

- Administration Fee – fee payable where written notice of withdrawal is received prior to commencement of the course, 5% of total amount of tuition fees received to a maximum of \$500.
- Application Fee – fee payable on making application to the School for enrolment.
- Enrolment Fee – fee payable to the School to confirm acceptance of offer of placement at the School.
- Course Monies – includes School Fees, any amount received by the school for International Student Health Cover (OSHC), Security Deposit and any other amount the student has to pay in order to undertake the course.

- Education Agent – person(s) appointed by the student (or their parent(s)/ legal guardian if the student is under 18) under written agreement for the purposes of identifying and securing enrolment at an Australian school.
 - The School – Amity College.
 - School Fees – includes tuition fees as applicable.
 - Security Deposit – deposit payable on confirmation of acceptance of an offer of placement at the School. The deposit is refundable on withdrawal from the School after deduction of any monies due to the School.
- This refund policy applies to all Course Monies paid to the School. The School requires all Course Monies to be paid directly to the School and does not accept Course Monies from Education Agents.
 - Fees for services paid to the Education Agent by the student (or their parent(s)/legal guardian if the student is under 18 are not covered by this refund policy.
 - The Application Fee is non-refundable.
 - The Enrolment Bond fee is refundable.
 - Payment of Course Monies and Refunds:
 - School Fees are payable one semester in advance.
 - All fees must be paid in Australian dollars.
 - If the student changes visa status (e.g. becomes a temporary or permanent resident) he/she will continue to pay full international student's fees for the duration of the semester
 - Refunds will be reimbursed in Australian dollars and the payment sent to the applicant's home country address unless otherwise requested in writing.
 - Refunds will be paid to the person(s) specified in the written agreement
 - All notification of withdrawal from a course, or applications for refunds, must be made in writing and submitted to the Principal. Such application must be made by the person(s) who has signed the agreement with the School, i.e. parent(s) or guardian(s). Applications will not be accepted from the Education Agent
 - Unsuccessful Enrolment/Visa Rejection
 - The School will refund within 28 days all Course Monies paid where the student's application for enrolment is refused by the School except where a non-refundable payment on behalf of the student has been made.
 - The School will refund within 28 days all Course Monies paid where the student produces evidence that the application made by the student for a student visa has been rejected by the Australian immigration authorities except where a non-refundable payment on behalf of the student has been made.
 - Student Default**
 - Refunds for student default apply to School Fees only. Course Monies (excluding School Fees) will be refunded on a pro rata basis proportional to the amount of time the student was studying in the course, except where a non-refundable payment on behalf of the student has been made.
 - If the student does not provide written notice of withdrawal and does not start the course on the agreed starting date, the School will refund within 28 days, ten weeks' of School Fees from the Course Monies.
 - The School will refund within 28 days of the receipt of written notification of withdrawal by the student (or parent(s)/legal guardian(s) if the student is under 18, School Fees and Security Deposit paid by or on behalf of the student less the amounts to be retained as agreed and detailed below:
 - If written notice is received up to 4 weeks prior to commencement of the course, the School will be entitled to retain an Administration Fee.
 - If written notice is received less than 4 weeks prior to commencement of the course 80% of the School Fees will be refunded.
 - If following commencement at the School by the student written notice is received with less than the required 12 weeks' period of notice given to the School, then ten weeks School Fees will be charged in lieu of the required period of notice.
 - If following commencement at the School by the student written notice is received with the required 12 weeks' period of notice given to the School, the School will refund the balance remaining at the expiration of the period of notice of all School Fees paid.

- v. The balance of any Security Deposit paid will be refunded after deducting any other monies owing to the School.
- d) No refund of School Fees will be made where a student's enrolment is cancelled for any of the following reasons:
 - i. Failure to maintain satisfactory course progress (visa condition 8202)
 - ii. Failure to maintain satisfactory attendance (visa condition 8202)
 - iii. Failure to maintain approved welfare and accommodation arrangements (visa condition 8532) [if applicable]
 - iv. Failure to pay Course Monies
 - v. Any behaviour identified as resulting in enrolment cancellation in Amity College's Code of Conduct:
- a) repeated bullying and harassment
- b) physical violence
- c) stealing

- d) dealing in illegal substances
- e) possession and/or use of an illegal substance
- f) drinking and/or possession of alcohol.

10 School Default

- a) If for any reason prior to commencement the School is unable to offer a course, a full refund of the Course Monies paid except where a non-refundable payment on behalf of the student has been made will be made within 14 days of notification of course cancellation.
- b) If for any reason the School is unable to continue offering a course after commencement, a full refund of Course Monies paid, including for the portion of the course already taught but excluding where a non-refundable payment on behalf of the student has been made will be made within 14 days of notification of course cancellation.

11 This agreement, and the availability of complaints and appeals processes, does not remove the right of the student to take action under Australia's consumer protection laws.

EXPECTATION

The student:

- Must commence school enrolment on the date stated on the Confirmation of Enrolment and if this is not possible notify Amity College in writing within two working days prior to the start date on the Confirmation of Enrolment
- Is subject to the requirements of the ESOS Act 2018 and National Code 2018 and must comply with the school enrolment conditions and requirements in respect of international students
- Must comply with student visa requirements and Australian laws
- Must reside at approved accommodation while under 18 years and comply with homestay requirements
- Must meet attendance and course requirements
- Must not engage in any activity that may endanger the safety of themselves or any other persons
- Must return books and materials which are the property of the school when they complete the course or withdraw.

The parent:

- Must ensure the student obtains the appropriate student visa
- Must ensure requirements are met and maintained for accommodation and welfare arrangements for students under 18 years
- Must notify Amity College and the school immediately if the student's studies are terminated, or there are any changes to the student's visa status
- Must ensure any change to the student's address (unless arranged through Amity College) is advised in writing to the school within 7 days
- Must ensure that at least one parent or a relative who is able to provide parental care and supervision is living with the student (if the student is enrolled in Years 5 or 8)
- Must ensure that at least one parent lives with the student (if the student is enrolled in Kindergarten to Year 4)
- Must pay the required fees. Payment of an application fee is required, regardless of application outcome.

Breach of Terms and Conditions

Any breach of these terms and conditions may result in the termination of the student's enrolment.

CHECKLIST

Please check to ensure you have attached the following to your application:

- Certified copy of passport
- If Amity College approved relative is the nominated carer, completed Form 2 - Direct Relative Nomination form and proof of identity must be provided e.g. certified copy of passport and visa or proof of Australian Citizenship
- If Amity College approval is required for a nominated carer, a completed Form 3 - Parent Nomination for Homestay form with full details of nature of relationship and proof of identity must be provided e.g. certified copy of passport and visa or proof of Australian Citizenship
- If Amity College homestay is being requested, a completed Form 4 - Homestay Information for Parents form
- Certified copies of school reports for the last two years with certified English translations, including academic and English level achieved
- Official results of any formal examinations including Junior High School Graduation Certificate, HKCEE, etc
- \$110 Application fee which is non-refundable
- Two recent passport-sized photographs

- If available, results certificate for any international English test (IELTS, I-DAT or TOEFL).
- If available, results certificate from English Language College.
- If available, Study Abroad students: English teacher's recommendation letter or English test results.

If the student is in Australia at time of application, please also provide:

- Certified copy of passport and current visa
- Evidence of appropriate accommodation and welfare arrangements e.g. a police clearance for relatives or a copy of Confirmation of Appropriate Accommodation and Welfare (CAAW) form from your current provider

If the student is studying at another education provider in Australia:

- A copy of the confirmation of enrolment (CoE) from current provider
- A copy of the confirmation of Appropriate Accommodation and Welfare (CAAW) from your current provider (if applicable)
- English language course progress reports (if student studying English)
- A copy of the membership card from your current overseas student health insurance provider

Please send your completed application to: Amity College
Postal address or email details are listed below.

Application fee payment (credit card). Subject to 2.5% transaction fee

Amount

Card Number

Name on Card

Card Type Visa Mastercard American Express

Card Expiry Date (MM/YY) /


Cardholder Signature

Send application form and certified documents to: Amity College 163 Kurrajong Rd Prestons NSW 2170 Australia or email: intstudents@amity.nsw.edu.au

Applications and certified documents to:

 BY MAIL
Amity College 163 Kurrajong Rd
Prestons NSW 2170 Australia

 BY EMAIL
intstudent@amity.nsw.edu.au

 PHONE
+ 61 2 8784 3111

 WEBSITE
www.amity.nsw.edu.au

GENERAL INFORMATION ABOUT YOUR STUDENT VISA APPLICATION

1. GENUINE TEMPORARY ENTRANT AND GENUINE STUDENT GUIDELINES

All education providers must have strategies and arrangements in place to manage the immigration risk of their students and prospective students. The Department of Immigration and Border Protection in Australia will assess each application for a student visa and the applicant's intention to stay temporarily in Australia using some or all the criteria below, and any other relevant matters that may be either beneficial or unfavourable to the applicant.

Assessing the Genuine Temporary Entrant Criterion for Student Visa Applications

The applicant's circumstances in their home country

- The applicant's economic situation may be an incentive not to return home
- Political and civil unrest in the applicant's home country
- The extent of the applicant's personal ties to their home country
- Whether the applicant has sound reasons for not studying in their home country if a similar program is available
- Military service commitments in the applicant's home country

The applicant's potential circumstances in Australia

- The extent of the applicant's ties with Australia which may provide a strong incentive to remain in Australia – family and community ties
- Any evidence that the student visa program is being used to circumvent the intentions of the migration program
- Whether the student visa is being used to maintain ongoing residence
- The applicant's knowledge of living in Australia
- Whether the primary and secondary applicants have entered into a relationship of concern (a contrived relationship for the purpose of applying for a student visa)

The applicant's immigration history

- Including visa and travel history for Australia and other countries
- Previous visa applications for Australia or other countries
- Previous travels to Australia or other countries
- Previous visa refusals and the reasons why

The value of the program to the applicant's future

- The program's consistency with the applicant's current education level
- Whether the program will assist the applicant to gain employment or improve employment prospects in their home country
- Relevance of the program to the applicant's past or future employment in their home country or a third country
- Remuneration and career prospects in the applicant's home country or a third country to be gained from the proposed program of study

If the applicant is a minor

- The intentions of a parent, legal guardian or spouse of the applicant

2. FINANCIAL CAPACITY

How will you fund your studies in Australia?

SELF/FAMILY FUNDED (Please provide one of the following):

1. Evidence of funds to cover travel to Australia and 12 months' living, course and (for school aged dependants) schooling costs for the student and accompanying family members,

OR

2. Evidence that you or your sponsor meet the annual income requirement. The annual income option requires students to provide evidence of personal annual income of at least AUD 60,000 for a single student or AUD 70,000 when accompanied by family. The income demonstrated must be of the spouse (who is not travelling with the applicant) or parents. In circumstances where both of parents are working, their combined income can be considered for this requirement. In all cases, the evidence of annual income must be provided in the form of official government documentation, such as a tax assessment;

INCLUDING

3. Evidence that you have genuine access to the funds while in Australia to cover all living and study costs for the duration of your studies. When considering whether the funds will be genuinely available, DIBP will take into account factors including:
 - the nature of the relationship between the applicant and the person who is providing the funds, where applicable; (provide evidence of relationship with the sponsor, financial sponsorship declaration)
 - their income, assets and employment or those of the other person who is providing the funds; (provide any of these if applicable: employment certificate with salary information, recent payslip, business registration certificate)
 - their previous visa history and that of the person providing the funds (copies of applicable passport pages and immigration stamps)

SCHOLARSHIP (Please provide one of the following):

1. A letter of support from Department of Foreign Affairs and Trade or Department of Defence if funded by the Australian Government, or
2. A scholarship letter: the letter should state that the scholarship has been granted for the duration of the program that the applicant has the letter of offer for and state what is to be covered by the scholarship