

EUROCENTRES BRISBANE

ENROLMENT FORM 2009

Please type or write clearly in BLOCK LETTERS

Personal Details	
Family Name	
First Name	
Date of Birth (dd/mm/yy)	
Country of Birth	
Nationality	
Passport No.	
Visa Type	
Occupation	
<input type="checkbox"/> Male	<input type="checkbox"/> Married
<input type="checkbox"/> Female	<input type="checkbox"/> Single

Address In Home Country	
Postcode/Zip	
Phone	
Mobile	
Email	

Address in Australia (if known)	
Postcode	Phone
Mobile	
Email	

Details of Friend or Relative in Australia	
Name	
Address	
Postcode	Phone
Relationship to Student	

I am Applying For (tick one box)	
<input type="checkbox"/> Basic English Not for Student Visas	<input type="checkbox"/> Specialised Intensive English (25) lessons per wk
<input type="checkbox"/> Specialised-Super Intensive English (30) lesson per wk	<input type="checkbox"/> Academic Semester / Year <input type="checkbox"/> 24wk <input type="checkbox"/> 36wk <input type="checkbox"/> 48wk <input type="checkbox"/> 25 lesson <input type="checkbox"/> 30 lesson
Other (please specify)	
Length of course (in weeks)	
Proposed Commencement Date (dd/mm/yy)	

Please return to:
Eurocentres Brisbane
PO Box 13040, George Street
Brisbane, Qld 4003
Australia

Ph: + 61 7 3214 3600 / Fax: + 61 7 3214 3650

Zieland Australia Pty Ltd (ACN: 110 712 582) trading as Eurocentres Brisbane CRICOS Provider Code: 02611A

Accommodation Type	
TYPE OF ACCOMMODATION REQUIRED: (tick one box)	
<input type="checkbox"/> Homestay Accom.	<input type="checkbox"/> Accommodation not required
Homestay Requests:	
From (dd/mm/yy)	
To (dd/mm/yy)	

Airport Transfer	
Do you require Airport Transfer?	
<input type="checkbox"/> Yes	<input type="checkbox"/> One-Way <input type="checkbox"/> Two-Way
<input type="checkbox"/> No	
Flight No.	
Arrival Time	AM/PM
Arrival Date (dd/mm/yy)	

Details of Fees	A\$
Enrolment Fee	
Tuition Fee	
Homestay Placement Fee	
Homestay Fee	
Airport Transport Fee	
Overseas Student Health Cover	

Total Fees	A\$
Fees should be made payable to "Eurocentres Brisbane" and paid by Bank Transfer to: ZIELAND AUSTRALIA PTY LTD Bank: Westpac Banking Corporation Branch Name: Brisbane. Address: 260 Queen St. Brisbane Qld 4000 BSB: 034 002 Account: 152265. SWIFT Code: WPACAU2S Please use Student Number as a reference & fax remittance.	

I have read and accept the Terms and Conditions of Enrolment with Eurocentres Brisbane (on reverse) and certify that the information I have provided is correct.
Signature _____
Date _____

Agent's Details/Stamp Here:

TERMS AND CONDITIONS OF ENROLMENT AT EUROCENTRES BRISBANE

1. ACCEPTANCE

Eurocentres Brisbane reserves the right to alter course timetables, class locations or starting dates based on considerations such as class sizes and known visa processing times. Whilst all reasonable efforts are made to meet the preference of students, these are subject to alteration (at the time of registration) at Eurocentres Brisbane's discretion.

2. REFUND POLICY

2.1 Student default

Cancellations Due to Reasons other than Visa Rejections:

A full refund of tuition fees, with the exception of the enrolment fee and the homestay placement fee (where applicable), may be available to a student if the student cancels an enrolment with the school no later than 14 days prior to commencement of the course. The request to cancel an enrolment, or a request for a refund, MUST be made in writing to Eurocentres Brisbane. Any refund payable will be paid directly to the person who originally paid the course fees. For refunds made payable overseas, bank charges deducted will be born by the student. All monies due, will be refunded within 4 weeks of the date Eurocentres Brisbane receives the written request from the student.

A partial refund may be available to a student if the student cancels an enrolment with Eurocentres Brisbane less than 14 days prior to the commencement of the course. The request to cancel an enrolment, or a request for a refund, MUST be made in writing to Eurocentres Brisbane. If written notification is received by Eurocentres Brisbane less than 14 days and no later than 4.00pm on the last Friday before the commencement of the course a refund will be available less the enrolment fee and homestay placement fee (if applicable), school fees for one week and homestay accommodation fees for one week (if applicable). Any refund payable will be paid directly to the person who originally paid the course fees. For refunds made payable overseas, bank charges deducted will be born by the student. All monies due, will be refunded within 4 weeks of the date Eurocentres Brisbane receives the written request from the student.

No refunds or transfers will be given if Eurocentres Brisbane cancels a student's enrolment due to unsatisfactory attendance or unacceptable behaviour.

Cancellations Due to Visa Rejections

All course fees are refunded, after deducting the Enrolment Fee, if a visa application is rejected and the applicant provides a copy of the refusal letter from the Australian Embassy or High Commission.

Cancellation On or After Course Commencement Date:

No refunds or transfers will be given if a student cancels an enrolment on or after the course commencement date.

2.2 Eurocentres Brisbane default

If Eurocentres Brisbane is not able to provide the scheduled course on the agreed starting day; or Eurocentres Brisbane ceases to provide the course at any time before the course is completed; or if there are any other Eurocentres Brisbane defaults that cannot be covered by this written agreement, such situations are covered by the provisions of the ESOS Act 2000 and the ESOS Regulations 2001.

3. ARRIVAL ASSISTANCE

In the event that services are not utilised, the separate optional fees for airport transfer and accommodation placement are non-refundable. A minimum of 7 days notice of confirmed details are required, to effectively provide these services.

4. ATTENDANCE FOR STUDENT VISA HOLDERS

Standard 11 of the National Code dictates that in order to continue or extend study in Australia, students must demonstrate academic progression throughout their course. Eurocentres Brisbane has an 80% attendance policy for student visa holders and reserves the right to exclude a student from further classes, without compensation, if he/she fails to attend classes regularly and there is no reasonable justification for the absence.

5. ACCOMMODATION FOR MINORS

College policy is that all student visa holders under 18 years of age must live with a carer* (over 25 years of age), appointed by the parents, or a Eurocentres Brisbane homestay family. The parents give permission for College staff to send progress reports and discuss welfare issues with the homestay family and/or carer*.

6. AGREEMENT

By enrolling at Eurocentres Brisbane, students (and if a student is under 18 years, their parents and/or carer*) agree to abide by College rules and conditions relating to: attendance, personal conduct on Eurocentres Brisbane premises and College-arranged accommodation, payment of tuition and homestay fees. These rules are outlined in the Student Handbook given to students upon the commencement of their course. Eurocentres Brisbane reserves the right to discipline or expel students whose conduct is unsatisfactory. No refund of tuition fees will be made in the case of expulsion from the school.

7. COLLECTION OF PERSONAL INFORMATION

The information provided by students to Eurocentres Brisbane may be made available to Commonwealth and State Agencies and the ESOS Assurance Fund Manager, pursuant to our obligations under the ESOS Act 2000 and the National Code. Eurocentres Brisbane is also required to inform DIMIA about changes to a student's enrolment, and any breach of student's visa conditions, relating to attendance or satisfactory academic performance.

8. GRIEVANCE PROCEDURES

In the unlikely event that Eurocentres Brisbane is unable to satisfactorily resolve a problem, the office staff will be happy to arrange for students to seek further assistance from the appropriate Government body or private organisation. Independent mediation is available through the Dispute Resolution Branch, Department of Justice and Attorney-General. The Brisbane Centre is located on the 13th Floor of the Central Courts Building, 170 North Quay, QLD 4000. Contact details are: Tel: +61 7 3239 6269; Fax: +61 7 3239 6284. Students outside Brisbane may use the Toll Free Tel: 1800 017 288. At present there is no fee for the provision of this service, but this may change. Students also have the right to be represented by a nominee of their choice. Students wishing to do this, are required to provide the nominee's contact details, by completing and signing a form, in Eurocentres Brisbane's office.

9. CONSUMER RIGHTS

This agreement does not remove a student's right to take further action under Australia's consumer protection laws. Eurocentres Brisbane's dispute resolution process does not restrict the student's right to pursue other legal remedies.

NB: "carer" is the relative/legal guardian whose details have been supplied for visa application purposes**