

INTERNATIONAL STUDENT APPLICATION FORM 2019

Please carefully read the Primus English brochure, complete this International Student Application Form and send all supporting documents and a copy of your valid passport to the following email and postal address. All documents must be certified by an appropriate authority such as school, university, institute and/or the education agent. This form is an Application for Enrolment and does not constitute an acceptance for enrolment. It is your responsibility to inform Primus English of any change in information prior to enrolment.

By Express Post:
Admissions Manager
Primus English
Level 3
123 Lonsdale Street,
Melbourne, VIC 3000
Australia

Electronically:
admissions@eprimus.com.au

Important: All fields in application form are compulsory unless otherwise specified. Incomplete application forms will not be processed.

Personal Details

Mr./Mrs./Miss/Ms./Dr.	First Name:	Middle Name/s:
Surname:		Date of Birth: ____/____/____ (dd/mm/yy)
Current Address:		
Suburb:		State:
Country:		Postcode:
Home Phone: (+)		Mobile: (+)
Email:		
Citizenship:		
Native Language:		
Passport Number:		
Passport Expiry Date: ____/____/____ (dd/mm/yy)		
Gender:	<input type="checkbox"/> Male	<input type="checkbox"/> Female <input type="checkbox"/> Other

Do you have a disability, impairment or long term medical condition which may affect your studies? Yes No

If yes, please attach details to this form (this information is for support services only and will not affect the outcome of your application).

Australian Visa and OSHC Details

Are you currently in Australia? Yes No

Do you hold a valid Australian Visa which has study rights? Yes No Indicate Visa type (i.e.: Student, Working Holiday, etc.)

I understand and agree that it is my responsibility and obligation to obtain and retain a visa which permits me to study full time in Australia for the duration of the course.

Do you have Overseas Student Health Cover? Yes No If YES, card number and OSHC provider: __

If NO, I require: Single Cover Dual Cover Family Cover

Are you currently enrolled with another training provider? No Yes

If YES, Name of Provider: _____

Name of Course/Program Enrolled in: _____

(Please Note: A completed Letter of Release from the Training Provider will need to be attached to this application)

Immigration History Details

Have you had a visa refused or cancelled from Australia? Yes No

If yes, provide details and copies of any documentation.

Have you had a visa refused or cancelled from a country other than Australia Yes No

If yes, provide details and copies of any documentation.

Home Country Contact Details

Contact address in home country (mailing address):

Country: _____ Postcode: _____

Telephone: (+) _____ Mobile: (+) _____

Email: _____

Emergency Contact Details

In the case of an emergency I request that the Institute use its reasonable efforts to contact the following person:

Emergency contact name: _____ Relationship to me: _____

Address: _____

Country: _____

Language spoken: _____ Telephone: (+) _____

Agent Details (if applying with agency)

Agency Name: _____ Student Agent Representative Name: _____

Signature: _____

Academic Course Selection

Please tick	Course Title and CRICOS Code	Number of weeks & start date(dd/mm/yy)
<input type="checkbox"/>	General English (Elementary to Advanced) 5 – 50 weeks CRICOS Code: 073626F	Weeks: _____ Start Date: ____/____/____
<input type="checkbox"/>	English for Academic Purposes (Intermediate to Advanced) 5 – 30 weeks CRICOS Code: 069591B	Weeks: _____ Start Date: ____/____/____
<input type="checkbox"/>	IELTS Preparation (Intermediary to Advanced) 5 – 30 weeks CRICOS Code: 069592A	Weeks: _____ Start Date: ____/____/____
<input type="checkbox"/>	Business English (Upper Intermediate to Advanced) 5 – 20 weeks CRICOS Code: 080600B	Weeks: _____ Start Date: ____/____/____
<input type="checkbox"/>	Occupational English Test (OET) Preparation 5 – 20 weeks CRICOS Code: 094332P	Weeks: _____ Start Date: ____/____/____

Study Plan for Student (please complete the table below if the student requires a holiday between terms)

Week (numbers)	Start Date (dd/mm/yy)	End Date (dd/mm/yy)	Note
			Study Period 1
			Holiday
			Study Period 2
			Holiday
			Study Period 3
			Holiday
			Study Period 4
			Holiday
			Study Period 5

Note: Primus English compulsory holiday for 2019 Christmas Holiday is 23 December 2019 to 5 January 2020. We return on 6 January 2020

Privacy Statement

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 and to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws. The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 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 Protection Scheme (TPS). In other instances, information collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law.

REFUND POLICY

Provider Default Provider is considered to be default when:

- 1) The course does not commence on the agreed starting date, which is notified in the Letter of Offer
- 2) The course stops being provided after commencement and before it is completed
- 3) The course is not provided fully to the student because Primus has a sanction imposed by a government regulator; or
- 4) An offer of a place is withdrawn by Primus English and no incorrect or incomplete information has been provided to the student.

In the unlikely event that Primus English is unable to deliver a course in full, the student will in the first instance be offered an alternative course in which the entry requirements are met and which is acceptable to the student. If a suitable course is not offered, then a refund of an amount of unexpended pre-paid tuition fees will be made by the Tuition Protection Services Director (TPS Director).

The student has the right to choose whether he/she would prefer a refund equivalent to the unexpended pre-paid tuition fees, or to accept a place in another course.

If the student chooses placement in another course, the Institute will ask the student to sign a document to indicate acceptance of the placement.

Where the student agrees to this arrangement,

Primus English will not be liable to refund the money owed for the original enrolment. If Primus English is unable to provide a refund or place a student in an alternative course, then the TPS Director will place the student or provide refund in accordance with the TPS.

Visa Rejection

A full refund of all tuition fees minus any application fees and administration fee of \$500 will be provided where the student is unable to obtain a student visa. Documentary evidence of visa rejection must be provided. Fees will be refunded within business 28 days.

Student Withdrawal

- a) Withdrawal from a course more than 10 weeks before commencement: all tuition fees are refunded, less any application and fees
- b) Withdrawal from a course, more than 4 weeks and up to 10 weeks: 70% of tuition fees are refunded, less any application and administration fees
- c) Withdrawal after the course starts: no refund

- d) Withdrawal of course 28 days or less before commencement: no refund

There will be no refund in case of Student Default in the event that:

- a) A student breaches a condition of their student visa or
- b) The student misbehaves and whose enrolment is cancelled due to misbehavior; or
- c) Does not commence on time, without permission or
- d) Does not pay due fees

Overseas Health Cover All applications for refunds must be made directly to the medical insurance company with which the student is a member

Student Declaration

I declare that I have read the Prospectus for International Students and the instructions on this application form and that the information provided by me is true and correct. I understand and acknowledge that I have received information about:

1. The minimum level of English language proficiency required for acceptance into my preferred course/s;
2. The structure, course content, progression rules, duration, modes of study and assessment methods for my preferred course/s;
3. The qualifications obtained at the end of my preferred course/s;
4. The campus locations, facilities, equipment and learning and library resources available at the Institute for my preferred course/s;
5. Details of arrangements with other registered providers, persons or businesses to provide the course or part of my preferred course/s;
6. The course related fees payable for my preferred course/s and the applicable Refund Policy of the Institute;

7. Withdrawing from courses, deferring and cancelling my enrolment from my preferred course/s;
8. The ESOS framework; and
9. Living in Australia, including: indicative costs of living; accommodation options; the need for school aged dependents to be enrolled to attend at school and my liability to pay their fees for their education.
10. The attendance requirement of the National Code 2018 and The Department of Immigration and Border Protection (DIBP), which is 20 hours per week.
11. The Institute's reporting obligations for attendance which is less than 80% of my course.
12. The course progress requirements.

I understand, acknowledge and agree to:

1. Information provided by me being made available to Australian and State Government agencies pursuant to obligations under ESOS Act 2000 and the National Code 2018;
2. Make timely payments of any fees or associated costs for which I am liable. I have the necessary financial capacity to meet all costs for the duration of my course. I recognize that it is my responsibility to provide all necessary documentation to support my application and I authorised the Institute to obtain further relevant documentation where necessary either directly or through the Institute's accredited education agent or representative.

I acknowledge that:

1. The provision of incorrect information or withholding of relevant information relating to my application might invalidate my application and that the Institute may withdraw an offer of a place or cancel my enrolment in consequence.
2. I am fully responsible for my educational and living expenses while studying at Primus English.
3. I have read and understand the Schedule of Fees, Application Procedure and Refund Policy.
4. I have read and understand the Privacy Policy.
5. I have read and understand the Complaints and Appeals Policy.
6. I have read and understand the Transfer Policy.
7. I have read and understand the grounds for Deferment, Suspension and Cancellation.

8. VEVO status Check: Visa Entitlement Verification Online (VEVO) Education provider's use VEVO to check on your entitlement to live, work and study in Australia for Primus English to obtain this information we require your permission for us to conduct a VEVO check on yourself I permit Primus English to conduct a VEVO check

STUDENT SIGNATURE:

Date: / / (dd/mm/yy)

CHECKLIST: Make sure before submitting that:

- All the fields are completed.
- The application is signed and dated by the student. A
- certified copy of a valid passport is attached.
- Homestay Application Form is completed and attached (if applicable).
- Other English certificate is completed and attached (if applicable)