



Overseas Student Course Fees and Conditions of Entry, 2018

1. The student or the Parent/Guardian of the student shall pay to the College such fees and charges for the maintenance of and for the supply of goods and services to the student as shall be fixed by the College Council from time to time.
2. All fees and charges shall be payable in advance at times to be determined by the College Council. Unless the College Council determines otherwise, the student will not be permitted to enter the College at the beginning of any term until such fees and charges are fully paid.
3. A binding agreement is created upon acceptance by the student of the offer of a place at the College and the payment of the initial sum requested. The tuition fees for a full fee-paying student, 2018, are:

2018 Course Fees			
Item	Primary (Prep to Year 6)	Secondary (Year 7 to Year 10)	VCE/VCAL (Year 11 to Year 12)
CRICOS Course Code	032020J	Secondary/VCE: 032021G Secondary/VCAL: 065670B	
Course Fees	16,500	20,200	22,000

Fees are estimated to increase by approximately 6% per year. The above Fees do not include the non-refundable Application Fee of \$300 that is payable for each application, books or uniforms.

Parents are liable for all expenses, including contingent expenses such as debt collection commission and legal costs incurred by the College in pursuit of recovery of monies due from parents.

In the event that the student cancels his/her enrolment at the College prior to the commencement of a course, one term's fees at the ruling rate shall not be refunded to the student unless the student, through no fault of his/hers, is refused the requisite Student's Visa.

4. The College will only offer places to Overseas students where a parent, legal custodian or an eligible relative is responsible for the overseas student's accommodation, welfare and support. The parent, legal custodian or eligible relative must have an appropriate visa or a Student Guardian visa. The College does not accept responsibility for the welfare arrangements of overseas students, and accordingly is not required to issue the Confirmation of Appropriate Accommodation and Welfare (CAAW) letter.
5. In the event that a student arrives in Australia and cancels his/her enrolment prior to the commencement of the course, no fees will be refunded.
6. Subject to condition 3, if the student wishes to withdraw from the College after the commencement of a course, the Parent/Guardian shall give to the College Principal at least one full term's written notice of intention to withdraw from the College. In default of such notice, a full term's fees at the then ruling rate shall be withheld. Such notice shall be from a parent and addressed to the Principal and should be received by the College before or on the first day of the Term prior to the proposed date of withdrawal.
7. Where a student is withdrawn from Waverley Christian College within the first twelve months, and provided the required term's notice in writing is given, all advance monies paid by the student will be refunded to the parent or to the student as directed by the parent.
8. The College must be advised in writing immediately if a student leaves unexpectedly.
9. Tuition fees and other incidentals invoiced are due and payable upon receipt of accounts. Should fees not be paid by the first week of the term then tuition services will be withdrawn until payment has been received.
10. (a) The student shall attend all applicable lessons, classes, tests and examinations, and submit all required course work, during a course and abide by the regulations of the College that are in force at any time.
(b) The student or parent, legal custodian or blood relative of the student must notify the College of any changes in the student's living arrangements, residential address, mobile number (if any), email address (if any) and emergency contacts within 7 days of the change

(c) The College reserves the right to require the student to leave a course at any stage if he/she does not, without good reason, fulfil the above requirements expressed in (a) and (b) or if his/her misconduct is such that his/her continued presence would, in the opinion of the College, be detrimental to the satisfactory conduct of a course. For the purpose of this Condition, any fee refund is wholly at the discretion of the College.

11. In the event of dismissal, the maximum amount considered for refund will be not greater than 50% of any unused fees at the time of dismissal.
12. Relevant refunds will be made within 4 weeks of receiving a written claim from the student.
13. If for any reason the College is unable to offer a course, a full refund of fees paid will be made within 14 days of notification of course cancellation. If for any reason the College is unable to continue offering the course after commencement, a full refund of fees paid, including the portion of the course already taught, will be made within 14 days of course cancellation. Students can access the College's internal complaints and appeals process as set out in the Overseas Student Information Booklet and/or services of the Tuition Protection Services (TPS), an Australian Government placement and refund service for overseas students.
14. Teaching methods employed by the College include teacher generated learning (eg. face to face) and student generated learning (eg. research, practical work). The assessment methods used include assignment (eg. aural, visual or written presentation) and testing.
15. The student is responsible for keeping a copy of the documents making up the Written Agreement (i.e. the Application Form, this document and the Letter of Offer) and receipts of any payments of tuition fees or non-tuition fees.
16. This written agreement, and the right to make complaints and seek appeals of decisions and action under various processes, does not affect the rights of the student to take action under the *Australian Consumer Law* if the *Australian Consumer Law* applies. Details of the internal and external complaints and appeals process are set out in the Overseas Student Information Booklet.
17. I understand that information supplied by me to Waverley Christian College may be made available to Australian Commonwealth and State Government agencies in accordance with the College's obligations under the ESOS Act 2000 and the National Code, available from <https://internationaleducation.gov.au/Regulatory-Information/Education-Services-for-Overseas-Students-ESOS-Legislative-Framework/ESOS-Regulations/Pages/default.aspx>. These obligations include the requirement to advise the appropriate Commonwealth Department of changes to my enrolment and any breach of my student visa conditions relating to my attendance or academic progress.

Declaration:

- I, _____ declare that: Name of Parent
1. I/we have read and fully understand the enrolment conditions and the information supplied in the Overseas Student Information Booklet
 2. The information I have provided on this form is true and correct
 3. I will pay my child's tuition fees on time
 4. My child will at all times be considerate to his/her fellow students and teachers
 5. My child will study diligently
 6. My child will obey the College rules & regulations

(Signature of Parent)

(Signature of student)

Date

I hereby apply for the admission of my child/ward on the terms and conditions contained herein and declare that I have the financial capacity to meet the tuition fees and living expenses in Australia.

(Signature of Parent/Guardian)

Date

It is the policy of Waverley Christian College to comply with the National Privacy Principles as contained in the *Privacy Amendment (Private Sector) Act 2000*. Please refer to the Overseas Student Information booklet for the Standard Collection Notice which details how the College uses and manages personal information provided to and collected by it.