



# Uniworld High School

## APPLICATION AND WRITTEN AGREEMENT

Sydney Institute of Secondary Education Pty. Ltd  
 Trading as Uniworld High School (UHS)  
 ABN: 85 115 015 686 CRICOS Provider No.02758D  
 Sydney Institute of English Education Pty. Ltd  
 Trading as Uniworld English College (UEC)  
 ABN: 81 115 015 668 CRICOS Provider No. 02703G

**Campus Address** : 55 Regent Street, Chippendale NSW 2008 Australia  
**Correspondence** : P.O Box K1311 Haymarket NSW 1240 Australia  
**Telephone** : (61 2) 9699 8600 **Facsimile** : (61 2 ) 9699 8611  
**E-mail** : info@uniworld.com.au **Website** : www.uniworld.com.au



### ENGLISH FOR HIGH SCHOOL AND HIGH SCHOOL YEARS 10,11 & 12

#### Student Details

Family Name	
Given Name(s)	
Nationality	
Passport No.	
Visa Expiry Date	Visa Type
Date of Birth	Gender (M/F)
Overseas Address	
Telephone	
Address in Australia (if known)	
Telephone	
Email	

#### Education

Highest previous level of schooling attained	
Previous English Exam Results:	
TOEFL <input type="text"/> IELTS <input type="text"/> Other <input type="text"/>	
Please attach proof of your previous two years of school reports showing completion of pre-requisite schooling.	

#### Accommodation

Do you want UNIWORLD to arrange Homestay accommodation for you? Yes <input type="checkbox"/> No <input type="checkbox"/> If YES, how many weeks? <input type="text"/>
Food or animal allergy <input type="text"/>
Do you want to be picked up at the Airport? Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Arrival details</b> Date <input type="text"/> Time <input type="text"/>
Airline Name <input type="text"/> Flight No. <input type="text"/>

#### Payment Details (Applicant to complete all details)

Enrolment Fee	A\$	
English for High School Tuition Fee (.....weeks)	A\$	
High School Tuition Fee	A\$	
Materials Fee (EHS)	A\$	
Materials Fee (High School)	A\$	
Overseas Student Health Cover Fee (OSHC)	A\$	
Accommodation Placement Fee	A\$	
Homestay Accommodation Fee	A\$	
Airport Pickup Fee	A\$	
Guardian Placement Fee	A\$	
Guardian Fee (.....weeks)	A\$	
Other:	A\$	
Total Payment Enclosed	A\$	<input type="text"/>

#### Course Details

Which year of High School would you like to enrol in?
Year 10 <input type="checkbox"/> (CRICOS - 057875M)
Year 11 & Year 12 <input type="checkbox"/> (CRICOS - 057874A)
Do you wish to study the <b>English for High School Program</b> at UNIWORLD? (CRICOS - 056602M)
If YES, how many weeks? <input type="text"/>
Start Date: <input type="text"/> Day <input type="text"/> Month <input type="text"/> Year
How did you find out about Uniworld High School?
<input type="text"/>

#### Guardianship

All students under 18 years of age must have an adult guardian in Australia. Do you want UNIWORLD to arrange a Guardian for you?

Yes  No

If NO, please provide your Guardian's details:

Full Name
Address
Phone (H)
Phone (W)
Relationship

I declare that all the information given on this form is correct. I have read and fully understand the terms and conditions of enrolment, fee details, cancellation, refund and transfer policies and I agree to be bound by them. I authorise UNIWORLD ENGLISH COLLEGE or UNIWORLD HIGH SCHOOL (UEC/UHS) to retain my tuition fees in accordance with the policies on the reverse on this form, if I elect to cancel my enrolment at any time.

Signed ..... Date .... /..... /.....

If you are under 18 years of age, your parent or legal guardian must sign below.

Signed ..... Date .... /..... /.....

## TERMS AND CONDITIONS

- ATTENDANCE - A student who does not attend at least 80% of notified class or program requirements in any stage may not receive a pass mark for modules sat during that stage. If the student continues not to attend at least 80%, Uniworld may cancel the student's enrolment as a non-bona fide student, which may result in visa cancellation.
- ACADEMIC PROGRESS – A student must pass a minimum of 50% of a normal full-time load over a six month period.
- ADDRESS – A student must advise any change of address or other contact details within seven days of the change.
- TRANSFER – A release letter will not be provided for transfer or withdrawal before six months in the principal course, except after consideration of limited circumstances. Students who intend to transfer after six months in the principal course must advise Uniworld of the transfer/withdrawal in writing four weeks before the next payment due date. If notice is not given, students must pay the full tuition fees for the next payment that is due.
- CESSATION OF STUDIES - If students are absent for a significant period (4 weeks) without giving reasons, Uniworld may report them to DEEWR as having ceased studies, without giving notice to the student.
- EXPULSION - Uniworld reserves the right to expel students for serious breaches of discipline.
- FEES - Uniworld reserves the right to vary its fees at any time without prior notice.
- PRIVACY - Student personal information may be made available by Uniworld to Commonwealth and State designated authorities, the ESOS Assurance Fund Manager and the Tuition Assurance Scheme provider.
- FEE TRANSFER. No transfer of fees to any other institution or any other student account will be authorized.
- COURSE EXTENSION. Students who extend courses will be subject to additional fees.
- COURSE VARIATION. If a student completes a course early or fast-tracks, the full tuition fee and materials fees must be paid beforehand.
- LEGAL RECOURSE. This agreement, and the availability of complaints and appeals process, does not remove the right of the student to take action under Australia's consumer protection laws. Uniworld dispute resolution processes do not circumscribe the student's right to pursue other legal remedies.

## CANCELLATION AND REFUND POLICY

- Uniworld refund policy applies to all course monies paid to Uniworld and includes any course monies paid to an education agent to be remitted to Uniworld.
- All notification of withdrawal from a course, or applications for refunds, must be made in writing and submitted to the Registrar, Uniworld College, P.O. Box K1311 Haymarket, NSW 1240, Australia.
- Refunds will be reimbursed in Australian dollars and the payment sent to the applicant's home country unless otherwise requested in writing and will be paid to the student or the person specified in the written agreement.
- Uniworld will refund within 28 days all course monies paid where the student's application for enrolment is refused by Uniworld or where the student produces evidence that the application made by the student for a student visa has been rejected by the Australian immigration authorities.
- Refunds for student default apply to tuition fees only. Non-refundable payments include the following: enrolment fee, accommodation placement fee, guardian placement fee, airport pickup fee.
- No refund will be given to any student who cancels once a course has commenced.
- Uniworld will refund within 28 days of the receipt of written notification of withdrawal by the student (or parent(s)/legal guardian if the student is under 18) tuition fees 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, Uniworld will be entitled
    - to retain the enrolment fee plus 30% of the tuition fee as an administration fee.
    - If written notice is received less than 4 weeks prior to commencement of the course 50% of the tuition fee will be refunded.
- No refund of tuition fees will be made where a student's enrolment is cancelled for any of the following reasons;
  - Failure to maintain satisfactory course progress.
  - Failure to maintain satisfactory attendance.
  - Failure to maintain approved welfare and accommodation arrangements.
  - Failure to pay course fees
  - Any behaviour identified as resulting in enrolment cancellation in Discipline Policy.
- When students are enrolled in package courses (eg English and Business College) NO REFUND will be granted in the event of a cancellation or withdrawal from a following course after the course commencement date of the first course.
- If Uniworld is unable to deliver a course in full, a student will be offered a full refund of all course money paid to date. The refund will be paid within 2 weeks of the day on which the course ceased being provided. As an alternative to receiving a refund a student may be offered a place in another course, either at Uniworld or at another provider, at no extra cost to the student. The student then has the right to choose to accept a full refund or to accept a place that might be offered. If a student accepts in writing the offer of a place in another course, Uniworld is relieved of its liability to pay a refund to the student.

## Fees (Australian \$)

Enrolment Fee	\$	150.00
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### Materials Fees (EHS)

1 - 4 weeks	\$	40.00
5 - 12 weeks	\$	70.00
13 - 28 weeks	\$	140.00
29 weeks or more	\$	220.00

### Materials Fees (High School)

Year 10	\$	500.00
Year 11	\$	500.00
Year 12	\$	500.00

### Tuition Fees

• English for High School per week \$ 330.00

### Uniworld High School (per term)

Standard Track (3 terms per year)  
Yr 10, Yr 11 or Yr 12 \$12,000 (\$4,000 per term)

Fast Track (2 terms per year)  
Yr 10 or Yr 11 \$10,000 (\$5,000 per term)

One additional term Yr 11 or Yr 12	\$	2,000
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### Overseas Student Health Cover (OSHC)

12 months	\$	388.80
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### Accommodation Fees

Accommodation Placement Fee:	\$	180.00
Homestay (single room - 4 weeks):	\$	960.00
Airport pickup fee	\$	100.00

### Other Fees

Guardian Placement Fee	\$	150.00
Guardian Fee per week	\$	30.00
Further Study Placement Fee	\$	250.00

## Payment

All fees should be paid in AUSTRALIAN DOLLARS  
Bank cheque or Bank Draft payable to:

**Uniworld College**

Telegraphic Transfer or Direct Deposit to:

Account Name:	Uniworld Trust Account
Account No.:	032249 255013
Bank:	Westpac Banking Corporation
Branch:	Cnr Bay & Francis Sts. Broadway NSW 2007 Australia

Signed by UEC/UHS: .....

Date ...../...../.....