Conditions of Application/Enrolment

Please read carefully – Applicants should keep a copy of this form and a signed copy MUST be lodged with the College prior to any fees being paid.

I understand the following conditions apply to my application and enrolment as outlined on the Letter of Offer and Acceptance. Please note that additional information on any of these matters can be obtained from the International Office (details below).

1. Bond
A$500 refundable bond is required by the Department of Education and must be paid with course fees prior to enrolment. The Bond, minus any monies owing to Canning College, will be refunded on completion of the course.

2. Course fee
Course fees and Overseas Student Health Cover (OSHC) are to be paid at least one month prior to the commencement date of the course. All payments are to be made in Australian dollars and payable to Canning College. The e-Confirmation of Enrolment will then be issued and visa procedures may be completed. Late payment of fees – A$200 penalty fee applies to any fees required two weeks after the due payment date.

3. Orientation Program
Attendance at this program is compulsory for all new students from overseas. For students who have previously studied in Australia, a special compulsory “day program” is offered. The cost is included in the course fee.

4. Accommodation
The College will provide accommodation at the designated venue during the orientation program and will assist students in finding suitable accommodation for the remaining enrolment period. Accommodation placement service is included in course fee.

5. Excursion Permission
The student may attend any excursion organised and approved by College staff as part of the Orientation, teaching/learning or recreation programs. For students under 18 years of age, a permission form must be signed by the parent(s), guardian or carer.

6. Termination of Study
Failure to abide by the College’s and / or Government regulations may result in termination of enrolment.

7. Under 18 aged students.
For the care and well-being of students they are required to adhere to the College’s policy and procedures for students under 18 years of age. Details will be provided in a special document.

8. Grievances
Policy and procedure documents are issued and explained during Orientation. In the case of a grievance you have the right to take further action under Australia’s consumer protection laws. Students can also access the Conciliator and where disputes may require an external negotiated settlement, the State Ombudsman.

9. School-Aged Dependents
Students with school-aged dependants (children) are required to pay full fees (ranging from about A$6000 to A$15000 per year) if they are enrolled in non-government or government schools.

10. Personal Information
As a registered provider, Canning College is required to provide certain information about students to various government departments in accordance with the requirements of the ESOS Act. Such agencies include Immigration and Worldcare where information regarding enrolment changes and breaches of attendance/academic performance requirements must be reported as required in the ESOS Act. Students are required to notify the College of a change of address or contact details.

11. Application Information
Information presented with an application must be true and correct. An enrolment may be terminated if incorrect information is provided.

12. Urgent Medical Care
In the event of circumstances requiring urgent medical care and it is not possible to contact the parent/guardian, the College is authorised to seek and provide appropriate medical treatment.

Declaration

I, ____________________________, have read and understood the information provided by Canning College and will abide by the College policies including “Conditions of Application/Enrolment and Refund Policy”; and declare that the information provided with the application is true and correct. Signed form must be submitted before fees are paid and eCoE issued.

Signature: ____________________________ Date: _________________

Student / Parent / Guardian DD / MM / YYYY

(Parent or guardian MUST sign if student is under 18 years)

Canning College
Marquis Street
Bentley WA 6102
Facsimile: (618) 9356 1119
Telephone: (618) 9351 5665
Email: iso@canningcollege.wa.edu.au
Web: http://www.canningcollege.wa.edu.au
CRICOS Provider Code: 00463B

Checklist for applicants
- Birth certificate or passport details page
- Education certificates/results
- English test, if appropriate
- Mock/forecast/predicted results
- OSHC
- Accommodation request (and fees where applicable)