A guide to assist international students to prepare for their study in Perth

CRICOS Provider Code: 00463
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Welcome to Canning College

The information in this booklet has been prepared and provided for you by the staff of Canning College International Office.

You and your parents are invited to read all the information carefully so that you are well prepared upon arrival in Perth.

Please complete the relevant forms and return.

Contact the International Office if you have any questions or require further information.

We look forward to meeting you when you arrive in Perth.

Best wishes

Tony de Gruchy
Director
International Office

Canning College
Marquis Street
Bentley 6102
Western Australia

Telephone: (618) 9351 5665
Email: iso@canningcollege.wa.edu.au
Internet: http://www.canningcollege.wa.edu.au
CRICOS Provider Code: 00463B
TRAVEL

PASSPORTS

It is advisable to have a passport valid for the length of your course. If it needs to be renewed, having it done in your home country is best. Passports are needed for identification purposes for various orientation activities; please be sure to keep it with you during orientation.

Passports for most countries can be renewed in Perth. Additional proof of identification (ID card, international driver’s license etc) is also useful.

VISAS

(Visit website www.border.gov.au)

It is advisable to apply through your education agent who can assist you with the procedures. Visas are obtained from the Australian High Commission or Embassy. The visa received should be valid for your entire course. Visa application must be submitted online. It is important that you retain any Immigration correspondence (including your TRN – Transaction Reference Number).

Students are requested to bring the visa letter with them for arrival and orientation.

AIRPORT RECEPTION AND TRANSFERS

The College offers a free airport reception and transfer service for new students to Canning College. This service includes any accompanying persons with a fee.

In order that the necessary arrangements can be made, please provide well in advance, either directly or through your agent, the following information:

Date of arrival
Time of arrival
Airline and flight number
Names of travellers

If you do not require airport reception, please advise the College well in advance.

Reception staff will be carrying a College sign and will be standing in the arrival hall.

If required, the contact number for the Canning College airport reception is Michael on 0458791188. Call Michael only if you have arranged Airport Reception through Canning College. The College emergency number for afterhours is Tony 0419192151. Please make the Canning College arrival officer aware that you have arrived as soon as you enter the Arrivals Hall.

If you are booking a homestay through AHN (Australian Homestay Network) then the airport reception is arranged by AHN with their driver.
ACCOMMODATION FOR EARLY ARRIVALS

Please advise us well in advance if you intend to arrive early.

If the student is under 18 and arriving early, he or she should be accompanied by a parent or carer otherwise will need to be placed under the care of the Canning College Principal.

RETURN JOURNEYS

Due to the demand for seats on flights scheduled just prior to or during vacations it is essential to make bookings as early as possible. Please avoid travel during class time, as this is not permitted except in special circumstances.

Term vacations are published in the College diary you receive at the beginning of your course. Extending vacation times is not usually permitted. Requests for extended vacations must be in writing and submitted to the International Students Office at least two weeks before the intended vacation and are subject to the Principal’s permission.

CUSTOMS & QUARANTINE REGULATIONS

Australian government authorities have strict Customs and Quarantine regulations. The penalties for breaches of rules can be very severe. Please refer to the link below and act in accordance with the information provided.


One general rule is that if you are in doubt, it is better to declare rather than get caught.

Restrictions relate to:
- food
- herbal medicines
- weapons
- products from endangered and protected animals
- plus many other items. Check before trying to bring things with you. Not only are passengers and their baggage checked but also parcels sent by mail from overseas. Your family needs to know what can and cannot be sent to you.

Please print these booklets from the Australian Customs and Border Protection Services and Australian Quarantine and Inspection Services. They contain useful information that you should read before you come to Australia.

Guide for Travellers – know before you go

What can't I take to Australia?
What can't be mailed to Australia?

Websites to access: www.customs.gov.au
WHAT SHOULD YOU BRING WITH YOU?

CLOTHING

What you bring to wear needs to be adequate for a wide variety of climatic conditions. Perth has a Mediterranean climate – hot/dry summers and cool/wet winters.

Summer (December to March) – daily conditions vary with temperatures ranging between 20ºC and 40ºC (occasionally higher). Night temperatures can range from about 10ºC to 20ºC. Humidity is normally quite low and the heat can be very ‘dry’. Consequently, you will require light clothing. Moisturiser and lip balm may be purchased in Perth or brought with you. Sunscreen is essential in Australia. The UV rays of the sun are a lot stronger than in other countries.

Winter (June to September) – again daily conditions vary and weather patterns occur in reasonably predictable cycles. Day temperatures range between 12ºC to 22ºC while night temperatures vary between 5ºC and 15ºC. Although temperatures may not be very low, winds can add a chill factor to the air. As a result, you need a wind-proof jacket plus layers of lighter clothing. A strong umbrella and a raincoat may also be useful.

Clothing prices vary in Australia and some items will be cheaper in your home country.

The College requires that students maintain a neat and clean standard of dress at all times.

It is recommended that you take note of each day’s weather forecast and dress accordingly.

BAGGAGE

One large and strong suitcase with wheels or a trolley.
One piece of durable hand luggage.

Important

- The baggage allowance is usually 20 kilos and because excess baggage is expensive, it is advisable to have extra luggage sent by surface post, airfreight or unaccompanied baggage. The collection of additional unaccompanied luggage is the student’s responsibility.

- It is advisable to carry a small amount of extra clothing, toiletries, valuables and personal items in hand luggage. This will minimize inconvenience and worry if your main baggage is misdirected.

- Bring some Australian $ currency to cover any immediate expenses.
CHECK LIST

Have you?

☑️ A valid passport and visa
☑️ Informed college staff of your arrival details and accommodation request
☑️ Booked a return air ticket, if necessary
☑️ Carefully checked that items you are bringing comply with Customs and Quarantine regulation

☑️ DOCUMENTATION – in addition to passport and visa:
  
  • Most recent education records
  • e-COE form
  • Receipts for payment of College fees
  • Scholarship award letter, if applicable
  • Formal identification e.g. driver’s licence, identity card etc
  • College Offer documents
SOME ASPECTS OF AUSTRALIAN SOCIAL CULTURE

- Although Australia has a very multicultural society, it is generally considered to be a Western culture strongly influenced by the United States, the United Kingdom and Western Europe.

- Australians believe in equality and treat people, no matter what socio-economic strata, with respect.

- Australians enjoy social chitchat and will ask questions about you. Don’t be too shy; answer questions and in turn ask questions of your own. When meeting people for the first time you may chat about: the weather, sport, work/study, family, movies etc.

- Discrimination on the basis of race, gender, social status, politics or religion is against Australian law.

- Queuing and taking your turn is expected for all Australians.

- Punctuality is very important – being late for classes or appointments is seen as very rude.

- Littering is against the law and seen as very rude.

- Freedom of the press and expression of ideas are legal rights in Australia.

- Bribery is not part of Australian culture and is illegal.

- Very few Australians have servants. People like to be independent ‘doers’ and generally do not approve of master/servant relationships.

- Australians like to keep up to date with current affairs around the world. You can learn a great deal by reading newspaper, watching current affairs programs on television or accessing websites such as www.news.com.au
RESULTS AND REPORTING

ASSESSMENT

Year 11 and Bridging Courses
All assessments are College based and the final result for each subject is the accumulated marks as required in a published assessment guide for each subject.

Year 12 and WAUFP Courses
Final results are a 50/50 combination of internal assessments and one external examination per subject.

Diploma of Commerce Courses
Students complete assessments as required and results are conferred by the Board of Examiners comprised of staff from Canning College, Curtin University and the University of Western Australia.

Certificate IV (Commerce Stream)
All assessments are College based and the final result for each subject is the accumulated marks as required in a published assessment guide for each subject.

REPORTING

WAUFP/WACE/Yr 11/Bridging

1. Reports are issued at the end of each course or major component e.g. semester.

2. Certificates of Completion are also issued at the end of each Bridging, Year 11 and WAUFP course.

3. Student’s progress can be tracked on the College’s website:
   1. Go to: http://reporting.canningcollege.wa.edu.au
   2. Enter the Student number and date of birth
   3. Click submit button
   4. Click on Course Marks link

Results for each assessment for every subject can be viewed. Please note that the marks cannot be printed and will timeout after a short time. This is for security purposes.

4. Parents can request progress reports at any time. These are prepared and issued as required. Students over 18 years of age must give their permission for their results to be accessed by parents.

Diploma of Commerce and Certificate IV

Reports are not issued; however statements of academic results are issued each semester. Students may view their results at http://reporting.canningcollege.wa.edu.au
**MEDICAL INSURANCE**

Commonwealth government regulations require all international students to be covered by medical insurance for the duration of their visa. Overseas Student Health Cover (OSHC) is managed by Bupa.

OSHC fees are paid together with the College course fees and you are covered upon arrival in Australia. The College normally requires students to pay OSHC premiums according to the length of the visa issued for the nominated packaged programs.

Renewals can be done in Perth, through the College. OSHC Cards will be sent to students after commencement at Canning College.

A Bupa representative is on campus to process claims and give assistance one day per week.


Medical insurance is a condition of your visa and you must not let your OSHC expire.

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**VISA INFORMATION**

Students enrolled at Canning College will have a student visa: sub-class 500 with conditions and obligations, which must be fulfilled. Failure to comply may result in cancellation of the visa.

8105  
Visa holder cannot work more than 40 hours per fortnight during term and cannot commence work until he/she has commenced course. No work limits apply during recognised periods of vacation offered by your education provider.

8202  
Maintain enrolment in a registered course on a full time basis.  
Attend classes.  
Achieve a satisfactory academic result.

8501  
Maintain adequate arrangements for health insurance, i.e. OSHC through Bupa.

8516  
You must continue to satisfy the requirements for your student visa.

8517  
Maintain adequate arrangements for the education of school-age dependents.  
The student must meet any fees.

8532  
If you have not turned 18 you must maintain adequate arrangements for your accommodation, support and general welfare for the duration of your stay in Australia.

8533  
Visa holder must notify the College of his/her address in Australia. Any change of address must be notified within 7 days.  
You must notify your education provider of a change of education provider within 7 days of receiving the electronic Confirmation of Enrolment certificate or evidence of enrolment.

e-Visa letters must be copied for College records. Others can be checked at the Immigration website: [www.immi.gov.au](http://www.immi.gov.au)
The ESOS framework – providing quality education and protecting your rights

The Australian Government wants overseas students in Australia to have a safe, enjoyable and rewarding place to study. Australia’s laws promote quality education and consumer protection for overseas students. These laws are known as the ESOS framework and they include the Education Services for Overseas Students (ESOS) Act 2000 and the National Code 2007.

Protection for overseas students

As an overseas student on a student visa, you must study with an education provider and in a course that can be found on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) at http://cricos.dest.gov.au. CRICOS registration guarantees that the course and the education provider at which you study meet the high standards necessary for overseas students. Please check carefully that the details of your course – including its location – match the information on CRICOS.

Your rights

The ESOS framework protects your rights, including:

- your right to receive, before enrolling, current and accurate information about the courses, fees, modes of study and other information from your provider’s agent. If you are under 18, to ensure your safety, you will be granted a visa only if there are arrangements in place for your accommodation, support and welfare.
- your right to sign a written agreement with your provider before or as you pay your fees, setting out the services to be provided, fees payable and information about refunds of course money. You should keep a copy of your written agreement.
- your right to get the education you paid for. The ESOS framework includes consumer protection that will allow you to receive a refund or be placed in another course if our provider is unable to teach your course.

The ESOS framework sets out the standards Australian providers offering education and training services to overseas students must meet. These standards cover a range of information you have a right to know and services that must be offered to you, including:

- orientation and access to support services to help you study and adjust to life in Australia
- who the contact officer is for overseas students
- if you can apply for course credit
- where your enrolment can be deferred, suspended or cancelled
- what your provider’s requirements are for satisfactory progress in the courses you study and what support is available if you are not progressing well
- if attendance will be monitored for your course, and
- a complaints and appeals process

One of the standards does not allow another provider to enrol a student who wants to transfer to another course, but has not completed six months of the final course of study in Australia. If you
want to transfer before you have completed six months of your final course you need your provider’s permission.

Your responsibilities

As an overseas student on a student visa, you have responsibilities to:

- satisfy your student visa conditions
- maintain your (Overseas Student Health Cover) for the period of your stay
- meet the terms of the written agreement with your education provider
- inform your provider if you change your address
- maintain satisfactory course progress
- if attendance is recorded for your course, follow your provider’s attendance policy, and
- if you are under 18, maintain your approved accommodation, support and general welfare arrangements

Contact details

<table>
<thead>
<tr>
<th>Who?</th>
<th>Why?</th>
<th>How?</th>
</tr>
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</table>
| Your provider | For policies and procedures that affect you | • Speak with your provider  
  • Go to your provider’s website |
  • ESOS Helpline  
  +61 6240 5069  
  • Email esosmailbox@dest.gov.au |
| Department of Immigration and Border Protection | For visa matters | • [www.border.gov.au](http://www.border.gov.au)  
  • Phone 131 881 in Australia  
  • Contact the DIBP office in your country |
Accommodation is an important aspect of student life in Perth, and the College aims to ensure that all students are comfortably and safely housed in order that they can focus on their studies. An Accommodation Officer is available at the College to provide a comprehensive accommodation service for international students. We can also assist in finding share house accommodation. Contact iso@canningcollege.wa.edu.au.

STUDENT VILLAGE ACCOMMODATION

Vickery House: Vickery House, which is managed by Curtin University, is situated on the eastern boundary of the campus and houses 300 Curtin University/Canning College students in 42 individual modern brick units each housing 8 students (same sex). The units are within walking distance of classrooms, library, shops and transport. Students have their own furnished single bed/study room and share the kitchen, living and ablutions. Students must provide their own bed linen, cooking and eating utensils. Each unit has a phone in the living area to receive calls. Emergency calls can be made.

Vickery House has vacancies at the beginning of the semester in January and occasionally in July. Students must be at least 17 years of age to take up residence. The student must sign a lease for the full academic year from January to December. The rent for 2017 is AUD$185.00 per week, which includes a utilities allowance. Rent must be paid a semester in advance.

Bookings for Vickery House, and Homestay must be made through Canning College International Office directly or via your agent. Send your application to the International Office. iso@canningcollege.wa.edu.au

HOMESTAY ACCOMMODATION

If you are under 18 years of age you must stay in a homestay or equivalent. You can also apply for homestay if you are over 18 years of age if you prefer to stay in a homestay environment.

Homestay provides students with a secure and family-like environment. Students are encouraged to join in with the family and this can help to improve English skills. The family provides three meals a day and assists with your everyday needs such as laundry and cleaning, allowing you more time for study. Homestay host families are carefully selected by Australian Homestay Network and the College staff according to strict requirements.

The recommended weekly rate is AUD$310.00, with a $250.00 placement fee. Students are not required to sign contracts but are expected to give two weeks notice to the homestay, AHN and Canning College, if they wish to leave. Increasingly, homestay families provide access to the Internet, usually ADSL and a wireless modem. Internet use is for study purposes and email only this can incur an extra cost. This year 2017 a maximum of $12.50 per week can be charged.
The Australian Homestay Network (AHN) is the largest provider of student homestay accommodation in Australia and is the government international education provider. AHN was recently commended by the Australian Government Senate Inquiry into the Welfare of International Students and was recognized for having the appropriate standards in place, including an online portal which supplies individual logins for agents, hosts, students and institutions, data and reports relating to current placements, arrivals and history can be monitored and accessed.

A student policy which guides student expectations and outlines responsibilities of the host family and homestay provider. Also a 24/7 Emergency and Critical incident phone support.

You need to register at least one month before arrival time to join AHN. Visit the website

www.homestaynetwork.org

and click on ‘Join as a student’ follow the prompts through to the end.

Please notify us at Canning College once completed. iso@canningcollege.wa.edu.au

RENTAL PROPERTIES

If you are over 18 years of age and wish to have more independent living arrangements, you can rent accommodation facilities and look after yourself entirely, you need to be an independent person and be able to shop, cook and clean.

There are numerous rental properties within close walking distance of the college. Most rentals are houses which accommodate around 6 to 8 people. Rental properties are not cheap in Perth you are looking at approximately $160.00 - $200.00 per week.

For all rental properties, students must sign a 6 or 12 month lease. Leases have a set of legally binding conditions and students are encouraged to read and fully understand leases before signing. Students must view the property on arrival and be 18 years of age or older to sign a lease. To sign a lease you must have 4 weeks rental in advance and also 4 weeks bond monies which is put into an independent government organisation and at the end of the lease the remainder of the monies is refunded to you less the cost of cleaning the carpets and unit, and less any damages that may have incurred to the property.

The College accepts no responsibility with regard to lease contracts signed by the students or any accommodation organised privately. Accommodation staff are available to give advice and help as maybe required.
MOBILE PHONES

Most students choose to have mobile phones. While these are convenient, they are not permitted to be used within the College’s teaching areas.

Students may choose to bring their own mobile with them and purchase a pre-paid sim card in Australia or purchase a phone. There are many mobile telephone providers offering pre-paid services. Students interested in buying a phone or a pre-paid service can look at the following service providers. All providers have stores in the Perth city centre and online sites.

International roaming is very expensive to receive and send calls. We advise students to purchase phone cards to make international calls.

- Optus www.optus.com.au
- Telstra www.telstra.com.au
- Three www.three.com.au
- Vodafone www.vodafone.com.au
- Virgin www.virginmobile.com.au
- iiiNet www.iinet.net.au

Alternatively go to a JB Hi-Fi electronic store for a variety of phones and deals https://www.jbhifi.com.au/

Students under 18 years of age are not eligible to sign mobile phone purchase contracts. In these cases, mobile phones with pre-paid cards are advisable.

INTERNET

There are many options for connecting to the internet. You may choose to have broadband connected to your home, wifi or an usb modem - contract or prepaid. All the mobile phone companies above provide prepaid mobile broadband and some also provide home broadband connections.

The internet is generally more expensive in Australia, so if you choose to get a contract rather than pre-paid, carefully watch your usage. Wireless internet is available on campus for Canning College students.
LIVING COSTS

Your expenses will depend on how you live. A starting point is about AUD$1,500.00 to $2,000.00 per month. But if you have a car, then costs will be much higher. Most students bring a lump sum in the form of a bank draft and some Australian currency, then, have monthly allowances sent from home.

Students will need to develop skills in living within a budget. See sample over the page.

BANKING

During Orientation, students are assisted to open bank accounts at the Commonwealth Bank.
(Nearest branch is Waterford Plaza)

There is an ATM on campus in the Student Services building.

Bank West facilities are available nearby at Curtin University.

Most banks have Automatic Teller facilities.

Banking hours are 9.30am to 4.00pm, Monday to Thursday and 9.30am to 5.00pm on Friday.

Cash can also be obtained at EFTPOS outlets.

More information will be provided during Orientation.

SAMPLE BUDGET

<table>
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<tr>
<th>Approximate Expenses*</th>
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<tbody>
<tr>
<td>Accommodation (Room Only) Bond</td>
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<tr>
<td>Rent (Room Only)</td>
</tr>
<tr>
<td>Utilities Electricity (Synergy)</td>
</tr>
<tr>
<td>Gas (Alinta), Internet usage</td>
</tr>
<tr>
<td>Food</td>
</tr>
<tr>
<td>Entertainment</td>
</tr>
<tr>
<td>Personal Items</td>
</tr>
<tr>
<td>Mobile Phone</td>
</tr>
<tr>
<td>Transport (Bus)</td>
</tr>
<tr>
<td>Books</td>
</tr>
<tr>
<td>Clothing</td>
</tr>
</tbody>
</table>

* Expenses vary with lifestyle, car ownership, inflation, location of accommodation and so on.
TRANSPORT

PUBLIC TRANSPORT

Perth has an extensive train and bus network. Timetables for different services are available at Canning College. Students can plan journeys and receive up to date timetable information at www.transperth.wa.gov.au.

Students are eligible for discounts on public transport. A Smart Rider concession card is issued at enrolment. Students can add value to their Smart Rider on buses, at train stations and selected newsagents. Bus use is free on any bus in the central city area.

Canning College is close to the Curtin bus station, which is a transport hub for many bus lines. Canning Bridge and Oat Street train stations are only 10 minutes away by bus.

There is a free Curtin shuttle bus servicing the local suburbs. Ask at the Canning College International Office for a timetable.

TAXIS

Due to the distances involved, taxi charges are likely to be higher than in your home country. However, they provide a convenient and safe form of transport. ‘Sharing a cab’ can always reduce costs. Rates are higher for night services.

DRIVING AND LICENCES

Driving in Perth will be different from home. It is advisable to avoid driving until you have gained some experience on how Perth’s road system operates. One key point is that road rules are strictly enforced by police.

If you already have a licence, you may use it in Perth but there are some conditions. If you are going to be in Perth for twelve months or more, then you must convert your current licence to a Western Australian licence within three months of your arrival. The conversion is based on passing a theory test.

Licences are not expensive to obtain in Perth and require passing a theory and practical test.

Another key point is that before you drive your own car or someone else’s car be sure that you are covered by insurance. Having an accident can be very expensive and comprehensive insurance is highly recommended.

Before purchasing a car be sure you understand the conditions of purchase. You are advised to have any second-hand vehicles tested by an independent authority (RAC or SGIO) before making the decision on whether or not to buy. You should also check if money is owed on the vehicle. Remember the real cost of a car includes depreciation, maintenance, insurance and fuel. Do not sign any agreement until you are certain.
BICYCLES

Many students living close to College use bicycles for transport, as they are cheap and convenient for short journeys. The cost of a bicycle can range in price from AUD$100.00 to AUD$1,500.00.

It is highly recommended that a security lock be purchased to protect your bike from theft.

Cyclists are required, by law, to wear approved safety helmets when riding.

Perth has many dedicated bike paths along the river and railway lines.

PEDESTRIANS

Please be careful when crossing the road in Australia. Always use the lights. Never walk on the road – cars travel very fast and drivers do not expect to see people walking on the road.

Remember that vehicles travel on the left of the road in Australia. When crossing the road look to the right and then the left.

PERSONAL SAFETY

SAFETY IN PERTH

Perth is a quiet and relatively safe city; however, use commonsense at all times. Do not walk around the streets alone at nighttime and avoid travelling alone on public transport late at night. If you need to travel at night, book a taxi in advance. Do not leave your bags and valuables unattended. In an emergency call 000 for police, ambulance or fire.

For further information regarding travelling safely please read the booklet How Are You Travelling?

Also access the website http://www.thinkbefore.com/ for an Australian Government Student Safety Initiative.
FORMS

Complete the following forms
Return to the College as soon as possible

Return to:

International Office
Canning College
Marquis Street
Bentley WA 6102

Email: iso@canningcollege.wa.edu.au
Phone +618 9356 5665
Declaration of Understanding

This section needs to be completed when the student or in the case of a student under 18 years of age, parent/guardian, does not speak English.

The intention of this section is to ensure that the student or those responsible for his/her welfare are fully aware of the nature of the contract being signed.

The particular aspects relate to:

1. Conditions of Enrolment.
2. Refund Policy
3. Care Arrangements for Under 18 Aged Students.

Declaration – For student [ ____________________________ ]
(Name of student enrolling)

To be completed by a third party who is literate in both English and the signatories’ native language.

I  ____________________________ confirm that I am literate in both English and the signatories’
(Name) native language and I have fully explained the nature of the student’s course, the Conditions of Enrolment, the Refund Policy and, if relevant, Care Arrangements for Under 18 Aged Students. I am confident that they (the “signatories”) understand the agreement fully.

Signed:  ______________________________
Full Name:  ______________________________
Address:  ______________________________
Tel:  ______________________________
Fax:  ______________________________

Please return to:
Canning College
International Office
Marquis Street
Bentley WA 6102
Tel: (618) 9351 5665
ACCOMMODATION FORM

To help the College plan for your arrival and accommodation please complete and return this form to the International Office.

Name: ___________________________________________________________________

Course: ___________________________________________________________________

Date of Birth: ___________________ Male: [ ] Female: [ ]

If you have private accommodation arranged (must be over the age of 18), please give details:

Perth Address: __________________________

Telephone: ____________________________

TYPE OF ACCOMMODATION REQUESTED

☐ HOMESTAY* $310.00 per week plus a $250.00 placement fee (AHN)

☐ SHARED HOUSE * $160.00- $200.00 (approximately)

☐ OTHER – STAYING WITH RELATIVES.

(Must complete a copy of a 157N Form and send to Immigration Department for approval.

Also a copy of the 157N Form sent to us for our files. This needs to be done as soon as possible as it is a long process.

☐ VICKERY HOUSE (subject to availability – must be 17 years of age or over)

$185.00 per week, must pay in advance- every Semester, (2 Semesters approximately 20 weeks, each) - (according to the contract) Plus a Activities Fee and Facility fee of approx. $160.00.

PLEASE NOTE THAT HOMESTAY ACCOMMODATION NEEDS TO BE ARRANGED AS EARLY AS POSSIBLE. ONCE YOU HAVE TAKEN UP CANNING COLLEGE’S OFFER YOU CAN THEN REGISTER WITH AHN. THE EARLIER YOU APPLY AND PAY AHN THE BETTER PLACEMENT YOU GET. AS THIS IS DONE ON A FIRST IN BEST PLACEMENT BASIS.

SPECIAL REQUESTS/OTHER INFORMATION

________________________________________________________________________________

________________________________________________________________________________

________________________________________________________________________________

______________________________________

CANNING COLLEGE, INTERNATIONAL STUDENT OFFICE, MARQUIS STREET
BENTLEY 6102, WESTERN AUSTRALIA
Ph: +618 9356 5665, Email: iso@canningcollege.wa.edu.au CRICOS Provider Code: 00463B
ORIENTATION IS COMPULSORY

DO YOU REQUIRE CANNING COLLEGE TO PICK YOU UP?

YES/NO (please circle)

FREE AIRPORT PICKUP

To assist us in arranging this service we require the following information. Please complete and return as soon as possible. Only complete this form if you are a new student to Canning College.

If you have registered through AHN (Australian Homestay Network), then the pickup service will be provided through them (AHN).

<table>
<thead>
<tr>
<th>STUDENT NAME</th>
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</thead>
<tbody>
<tr>
<td>FLIGHT NUMBER</td>
<td></td>
</tr>
<tr>
<td>FLIGHT ARRIVAL DATE</td>
<td></td>
</tr>
<tr>
<td>FLIGHT ARRIVAL TIME</td>
<td>AM/PM</td>
</tr>
<tr>
<td>NUMBER OF EXTRA</td>
<td></td>
</tr>
<tr>
<td>PASSENGERS</td>
<td></td>
</tr>
<tr>
<td>DESTINATION</td>
<td></td>
</tr>
<tr>
<td>AHN TO PICK UP</td>
<td>YES / NO (please circle)</td>
</tr>
</tbody>
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PICK UP FOR STUDENTS FOR NEW ARRIVALS IS FREE, ACCOMPANYING PASSENGERS WILL NEED TO PAY DRIVER DIRECT.
STUDENT HEALTH FORM

This information, that is required for each student participating on the excursion, will assist the school and supervising teachers in the preparation and planning of an excursion.

STUDENT DETAIL S

Student’s name: ____________________________ Date of birth: ____________________________

Parent/guardian’s full name: ____________________________

Address: ____________________________________________ Postcode: ____________________________

Telephone no. – home: ____________________________ – work: ____________________________ – mobile: ____________________________

Name of family doctor: ____________________________ Telephone no: ____________________________

MEDICAL DETAILS

Is your child subject to seizures, fainting, epilepsy, diabetes or any other condition that may affect his or her safety during the excursion

Yes [ ] No [ ]

If “yes”, please give details:

________________________

Is your child allergic to:

Penicillin [ ] (Please give details)

Any other drug [ ]

Any food [ ]

Other [ ]

Date of last tetanus vaccination: ____________________________

MEDICATION

Parents/guardians are requested to make arrangements with the teacher-in-charge for the safekeeping and handling of prescribed medications prior to the excursion.

Is your child presently taking tablets and/or other forms of prescribed medication?

Yes [ ] No [ ]

Does your child self-administer the medication?

Yes [ ] No [ ]

If “yes”, state name of medication, dosage and frequency of use:

________________________

Does your child have a current Health Care Authorisation Plan at school?

Yes [ ] No [ ]

OTHER INFORMATION

Please provide any other information about your child which will enable the organisers of the excursion to provide better care for your child.

________________________

Department of Education-Excursions.

All Department of Education employees are required to comply with all policy and procedural statements of the is document. Failure to do so may result in disciplinary action.
CANNING COLLEGE
STUDENT VISA APPLICANTS UNDER 18 YEARS OF AGE
CRICOS Provider Code: 00463B

General Information
This package is for Student Visa applicants under the age of 18 years. For the benefit of the student and in keeping with DIBP (Department of Immigration and Border Protection) and ESOS 2007 regulations it is necessary to “confirm that appropriate arrangements have been made for accommodation, support and general welfare of under age students during their stay in Australia”.

DIBP Regulations
Student Visa applicants under the age of 18 years who are not accompanied by a parent or guardian during their stay in Australia, and who will not be living with an adult relative (direct relative over the age of 21 years) will require a statement (CAAW Form) from the College confirming that appropriate arrangements have been made for the student’s welfare in Australia.

CARER AGREEMENT

Responsibilities of the residential and Non-residential Carer
Carers provide management of students under 18 by acting in the best interests of the child, reducing and managing risk in keeping with the law and society’s expectations on the care of children. More specifically, the carer is required to:

1. Liaise with Canning College on matters such as attendance, course progress, behaviour, fees, welfare, legal matters and career pathways.

1. Liaise with the student's parents on education institution related matters, medical, health and welfare issues, social and recreational activities, accommodation, financial and legal matters and discipline. This should include a discussion of arrangements for the emergency medical treatment of the student, e.g. permission to give the student general aesthetics.

1. Be readily available to students / families i.e. reside in Perth and not leave students unattended for extended periods.

1. Liaise with government departments as required. These may include the Department of Border and Protection, the Australian Taxation Office and Overseas Student Health Cover company.

1. Advise and counsel the student both generally and (where appropriate) on personal issues, and promote the student's social and emotional wellbeing.

1. Assist with the students’ essential day-to-day needs and activities, such as banking, travel, transport and attention to study.

1. Foster awareness of culturally appropriate behaviour and provide advice, information and guidance on such matters as personal hygiene, relationships, time management and study habits.

1. Encourage the student’s academic progress.

1. Provide formal consent for Canning College or social activities as required.

1. Provide a written report on the student when requested by Canning College.

1. Refrain from disclosing to another person confidential information about the student without the prior consent of the student, the student’s parent/s and where necessary Canning College, unless required to do so by law.

Additional Responsibilities of Residential Carer

1. Ensure safe keeping of the student’s property to the fullest extent reasonably possible.

2. Contact Canning College should serious medical treatment, surgery or general aesthetic be required to be administered to the student for any purpose.

3. Advise Canning College of any material change in the Carer’s circumstances, such as separation from a spouse or partner, changes of residential address, holiday arrangements or absence from the State for a period of two or more days and any other circumstance which may affect the role of Carer or the needs of the student.
**Liability**

The Carer shall indemnify and hold harmless Canning College in respect of loss or damage suffered or incurred by Canning College where such loss or damage arises or is incurred as a result of any willful breach or as result of any neglect by the Carer of his or her responsibilities or obligations to the student, Canning College or any other person pursuant to this Agreement or arising at law, in equity or pursuant to statute.

The Carer shall not be financially liable if the Parents do not provide for the financial needs of the student.

The Parents recognise and accept that the student's private property may not be covered under the Carer’s home contents insurance policy.

This is to confirm that Canning College will provide care and assistance for the student named in the Agreement.

Unless the student will be living with a care giver who is a blood relative (sister, brother, parent, aunt, uncle, grandparent – over the age of 21 years). The care giver will need to complete DIBP requirements.

<table>
<thead>
<tr>
<th>Student Family Name:</th>
<th>DOB:</th>
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<tr>
<td>Other Names:</td>
<td></td>
</tr>
<tr>
<td>Agent’s Name:</td>
<td></td>
</tr>
<tr>
<td>Name of Parent:</td>
<td></td>
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<tr>
<td>Parents’ Email Address:</td>
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The Carer must be direct blood relative over the age of 21 years. If no direct blood relative then the Principal Canning College will be the guardian; Mr Alan Genoni

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<tr>
<th>Name of Carer:</th>
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<tr>
<td>Relationship with the Student:</td>
</tr>
<tr>
<td>Carer’s Mobile:</td>
</tr>
<tr>
<td>Carer’s Home Phone:</td>
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<tr>
<td>Carer’s Email Address:</td>
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Declaration of Understanding: my signature confirms that I understand and accept the information and terms outlined above:

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<th>Parent:</th>
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<td>Signature: X</td>
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<td>Date:</td>
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</table>

<table>
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<tr>
<th>Carer:</th>
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<tr>
<td>Signature: X</td>
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<td>Date:</td>
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<tr>
<th>Representative of Canning College:</th>
</tr>
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<tbody>
<tr>
<td>Signature for Canning College: X</td>
</tr>
<tr>
<td>Date:</td>
</tr>
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</table>
Who should use this form?
You should use this form if you are:
- applying for a student visa to study in Australia and wish to nominate a guardian to accompany you to Australia on a Student Guardian visa;
- already studying in Australia as the holder of a student visa and wish to nominate a guardian to join you in Australia on a Student Guardian visa;
- applying for a student visa to study in Australia and wish to nominate a relative in Australia who is an Australian citizen or holds a visa other than a Student Guardian visa with whom you will reside while you are in Australia under the age of 18;
- already studying in Australia on other welfare arrangements and wish to change those arrangements to reside with a relative in Australia who is an Australian citizen or holds a visa other than a Student Guardian visa with whom you will reside while you are in Australia under the age of 18.

Integrity of nomination
The Department of Immigration and Citizenship (the department) is committed to maintaining the integrity of the visa and citizenship programs. Please be aware that if you provide us with fraudulent documents or claims, this may result in processing delays and possibly your nomination being refused.

Nominating a student guardian
Complete this form in ENGLISH using BLOCK LETTERS. In order to complete this form you must first read these notes and, if applying for a Student Guardian visa, read information sheet Applying for a Student Guardian visa, available from your nearest Australian Government office overseas or the website of the department www.immi.gov.au/allforms/

You may nominate a guardian to accompany you to, or join you in, Australia on a Student Guardian visa if:
- you are less than 18 years of age and require a guardian to provide appropriate care and welfare arrangements; or
- you are more than 18 years of age and there are exceptional reasons for you to require a guardian.

Except in very limited circumstances, your guardian, if applying for a Student Guardian visa, must be a parent or relative aged 21 years or over.

A relative is defined as a spouse, de facto partner, a child, brother or sister of the applicant, step-child, step-parent, step-brother or step-sister of the applicant, grandparent, grandchild, aunt, uncle, niece or nephew, or a step-grandparent, step-grandchild, step-aunt, step-uncle, step-niece or step-nephew of the applicant.

Every applicant for a Student Guardian visa must satisfy the criteria for grant. These criteria include, but are not limited to, their relationship to you, their age, financial capacity, family composition and arrangements for any dependent family members, intention to comply with visa conditions and other relevant matters. Information on these criteria and the conditions, which are likely to be attached to their visa, can be found in the information sheet Applying for a Student Guardian visa.

Character requirements
If you will be in the care of a relative in Australia, they must be a relative as defined above, aged 21 years or over and of good character. More information on character requirements and penal clearances is available from the department’s website www.immi.gov.au/allforms/

Welfare arrangements for students under 18 years of age
The department bears no responsibility for welfare arrangements made on a student’s behalf. It is the responsibility of the parents or legal custodians of a student under the age of 18 to ensure that the arrangements they make on the student’s behalf provide appropriate welfare for the entirety of the student’s stay in Australia while they are under the age of 18.

Condition 8532
The effect of condition 8532 is that if the student visa holder has not turned 18 and is not an AusAID student or a Defence student:
- the holder must stay in Australia with a person who is:
  - a parent of the holder or a person who has custody of the holder, or
  - a relative of the holder who is nominated by a parent of the holder or a person who has custody of the holder, and has turned 21, and is of good character; or
- the arrangements for the holder’s accommodation, support and general welfare must be approved by the education provider for the course to which the holder’s visa relates, and the holder must not enter Australia before the day nominated by the education provider as the day on which those arrangements are to commence.

Lodging the student guardian nomination form
If your guardian is applying for a Student Guardian visa, this form should be completed and lodged together with form 157G Application for a Student Guardian visa.

If you are applying for a student visa and your guardian is already in Australia on another temporary visa or as an Australian citizen or permanent resident, this form should be completed and lodged together with form 157A Application for a student visa.

If you currently hold a student visa and wish to change your current welfare arrangements to stay with your relative in Australia, only this form needs to be completed and lodged.
If we need further information in relation to your nomination, we will contact your student guardian.

If any information provided in this nomination form changes, or you no longer wish to nominate this person as your student guardian, you must advise the office of the department where the nomination was lodged.

Consent to communicate electronically

The department may use a range of means to communicate with you. However, electronic means such as fax or e-mail will only be used if you indicate your agreement to receiving communication this way.

To process your application the department may need to communicate with you about sensitive information, for example, health, police checks, financial viability and personal relationships. Electronic communications, unless adequately encrypted, are not secure and may be viewed by others or interfered with. If you agree to the department communicating with you by electronic means, the details you provide will only be used by the department for the purpose which you have provided them, unless there is legal obligation or necessity to use them for another purpose, or you have consented to use for another purpose. They will not be added to any mailing list.

The Australian Government accepts no responsibility for the security or integrity of any information sent to the department over the internet or by other electronic means.

About the information you give

The department is authorised to collect information provided on this form under Part 2 of the Migration Act 1958. The information collected will be used for assessing your eligibility for a visa to travel to, enter and remain in Australia and for other purposes relating to the administration of the Migration Act, for example to assist migrants with settling in Australia, to monitor the conduct of migration agents, or for ensuring compliance with the Migration Act.

The information collected might also be disclosed to agencies who are authorised to receive information relating to adoption, border control, business skills, citizenship, education, health assessment, health insurance, health services, law enforcement, payment of pensions and benefits, taxation, superannuation, review of decisions and registration of migration agents. It will also be disclosed to any agency of the Australian Government, or of a state or territory, that is responsible for or otherwise concerned with the regulation of education providers.

Relevant information about you will be disclosed to federal, state and territory police to assist in your location and possible detention in the event that you become an unlawful non-citizen. You will become an unlawful non-citizen if your visa ceases (for example, by cancellation for breach of visa condition) or expires and you do not hold another visa authorising you to remain in Australia.

In circumstances where your character is a factor in assessing an application to care for an overseas student in Australia, the department may release your personal information to Australian federal, state and territory police forces and overseas law enforcement agencies and obtain information from them to assess your ability to satisfy the Minister that you are of good character.

The collection, access, storage, use and disclosure by the department of the information you provide in this form is governed by the Privacy Act 1988 and, in particular, by the

11 Information Privacy Principles. The information form 993i Safeguarding your personal information gives details of agencies to which your personal information might be disclosed. This form is available from the department’s website www.immi.gov.au/allforms/ or from any office of the department or Australian mission overseas.

The department is authorised under the Migration Act 1958, in certain circumstances, to collect a range of personal identifiers including a facial image, fingerprints and a signature from non-citizens, including from visa applicants. The department requires personal identifiers to assist in assessing your identity. The department is authorised to disclose your personal identifiers and information relating to your name and other relevant biographical data to a number of agencies including law enforcement and health agencies and to other agencies who may need to check your identity with this department. Where the department obtains personal identifiers they will become part of your official record with the department.

The department is involved in international information exchanges with a number of countries, including the United Kingdom, the United States of America, Canada and New Zealand. These international information exchanges may involve the sharing of personal identifiers, including facial images and fingerprint data, collected by immigration agencies such as this department. If, as a result of this sharing between countries, there is a match with your personal identifiers, the department will disclose your biographical data, copies of travel and other identity documents or information from such documents, your immigration status and immigration history (which may include any immigration abuse and offences) and any criminal history information relevant to immigration purposes. The purpose of such disclosure would be to help confirm your identity and determine if you have presented to the department and the other agency under the same identity and with similar claims.

For more detailed information you should read information form 1243i Your personal identifying information, which is available from the department’s website www.immi.gov.au/allforms/ or from any office of the department or Australian mission overseas.

Home page www.immi.gov.au
General enquiry line 131 881 during business hours in Australia to speak to an operator (recorded information available outside these hours).
If you are outside Australia, please contact your nearest Australian mission.
**Nomination of a student guardian**

Please use a pen, and write neatly in English using BLOCK LETTERS. Tick where applicable.

**Your details – to be completed by nominating student**

1. **Your full name in English**
   - **Family name**
   - **Given names**

2. **Name in your own language or script (if applicable)**

3. **Have you been known by any other names? (including name at birth, previous married names, aliases)**
   - **No**
   - **Yes**: Give details and provide supporting evidence eg. birth certificate/marriage certificate

4. **Sex**
   - **Male**
   - **Female**

5. **Date of birth**
   - **DAY** / **MONTH** / **YEAR**

6. **Place of birth**
   - **Town/city**
   - **Country**

7. **Your present country of citizenship**

8. **Do you hold any other citizenship?**
   - **No**
   - **Yes**: Which countries?

9. **Details from your passport**
   - **Passport number**
   - **Country of passport**
   - **Date of issue**
     - **DAY** / **MONTH** / **YEAR**
   - **Date of expiry**
     - **DAY** / **MONTH** / **YEAR**
   - **Issuing authority/Place of issue as shown in your passport**

10. **Details of identity card or identity number issued to you by your government (if applicable) eg. National identity card.**
    **Note**: If you are the holder of multiple identity numbers because you are a citizen of more than one country, you need to enter the identity number on the card from the country that you live in.
    - **Identity number**
    - **Country of issue**

11. **How long do you intend to study in Australia?**
    - **From**
      - **DAY** / **MONTH** / **YEAR**
    - **until**
      - **DAY** / **MONTH** / **YEAR**

12. **Are you 18 years of age or older?**
    - **No**
    - **Yes**: Why do you require a student guardian in Australia?

You must provide evidence to support your claims.
Your student guardian's details

13 Guardian's full name in English
   Family name
   Given names

14 Name in guardian's own language or script (if applicable)

15 Has your guardian been known by any other names? (including name at birth, previous married names, aliases)
   No
   Yes > Give details and provide supporting evidence eg. birth certificate/marriage certificate
   Family name
   Given names

16 Sex
   Male □  Female □

17 Date of birth
   / / Year

18 Guardian's place of birth
   Town/city
   Country

19 Guardian's present country of citizenship

20 Does your guardian hold any other citizenship?
   No
   Yes > Which countries?

21 What is your guardian's relationship to you? (select one only)
   Spouse □
   Niece or nephew □
   De facto partner □
   Step-parent □
   Parent □
   Step-sibling □
   Sibling □
   Step-grandparent □
   Grandparent □
   Step-aunt or uncle □
   Legal custodian □
   Step-niece or nephew □
   Aunt or uncle □

22 Does your guardian have a passport?
   No
   Yes □
   Details from passport
   Passport number
   Country of passport
   Day Month Year
   Date of issue
   Date of expiry
   Issuing authority/Place of issue as shown in passport

23 Will your guardian reside in Australia as:
   an Australian citizen or permanent resident □
   Student Guardian visa holder □
   a Temporary resident other than on a Student Guardian visa □
   How long are they permitted to stay in Australia?
   Day Month Year
   OR until
   Day Month Year

24 Give details of your relative's Student Guardian visa application
   Granted □
   Visa label number
   Period of stay
   Expiry date Day/Month/Year

25 Guardian's country of usual residence

26 Guardian's residential address in their home country
   Town/city
   Country
   Postal code

27 Guardian's telephone numbers outside Australia
   Office hours
   After hours
   Personal/private mobile/cell
   Country code
   Area code
   Number
   Office hours
   After hours
   Personal/private mobile/cell
   Country code
   Area code
   Number
28 Guardian’s residential address in Australia (if known)

29 Guardian’s telephone numbers in Australia (if known)

Office hours [AREA CODE ]

After hours [AREA CODE ]

Personal/private mobile/cell

30 You must attach evidence:

• of your relationship with your guardian; and

• (if your guardian does not hold or has not applied for a Student Guardian visa) that your guardian is of good character; and

• of your guardian’s residence or citizenship status in Australia (if applicable).

31 Did you receive assistance in completing this form?

No [ ] Go to Question 35

Yes [ ] Please give details of the person who assisted you

Title:  Mr  Mrs  Miss  Ms  Other

Family name

Given names

Address

Telephone number or daytime contact

Office hours [COUNTRY CODE ] [AREA CODE ] [NUMBER ]

Mobile/cell

32 Is the person an agent registered with the Office of the Migration Agents Registration Authority (Office of the MARA)?

No [ ]

Yes [ ] Go to Question 35

33 Is the person/agent in Australia?

No [ ] Go to Question 35

Yes

34 Did you pay the person/agent and/or give a gift for this assistance?

No [ ]

Yes [ ]
Declaration

WARNING: Giving false or misleading information is a serious offence.

35 To be completed by the parents or legal custodians if the nominating student is under the age of 18.
I declare that:
- the information supplied on or with this form is correct.
- I have attached all documentary evidence as required.
- I am aware that I must immediately advise the department if I become aware that any information provided in this form is incorrect or if there is a change in the nominating student’s circumstances that is relevant to this application at any time.
- If the student guardian nominated in this form is granted a Student Guardian visa, the nominating student will reside in Australia with that guardian, and will not reside with any other Student Guardian visa holder, parent or legal custodian.
- I acknowledge my responsibility for organising appropriate accommodation and travel to and from Australia on behalf of the nominating student under the age of 18.
- I am aware that condition 8532 will be imposed on the visa of the nominating student under the age of 18 and I will ensure that appropriate welfare arrangements are in place and maintained at all times.

Signature of student (if over the age of 18)

Date / / 

Signatures of parents/legal custodians
(if the nominating student is under the age of 18)

Note: Both parents and/or legal custodians must sign this declaration.

Signature of parent/legal custodian

Family name

Given names

Date / /

Signature of parent/legal custodian

Family name

Given names

Date / /

36 To be completed by the student guardian
I declare that:
- I will provide appropriate welfare arrangements for the nominating student.

Signature of student guardian

Date / /

We strongly advise that you keep a copy of this nomination and all attachments for your records.