



## Course Descriptions & 2008 Dates

**General English - Full time**  
 CRICOS Course Code: 042711K  
 6 levels from elementary to advanced.  
 Focus on the four skills - speaking, listening, reading, and writing.  
 21.5 hours of lessons and 3.5 hours of self-study each week.

**General English - Part time**  
 CRICOS Course Code: 042711K  
 Part-time English classes with 15.5 hours per week of lessons. Students can complete an additional 3.5 hours of self-study each week.

**Cambridge Exam Preparation**  
 CRICOS Course Code: 042713G  
 Cambridge courses include 21.5 hours of lessons and 3.5 hours of self-study each week.  
 January Start Date: 10-week intensive preparation for the Preliminary English Test (PET), First Certificate (FCE) and Advanced (CAE). March and September Start Dates: 12-week intensive preparation for the PET, FCE and CAE.

**English for Academic Purposes**  
 CRICOS Course Code: 042714G  
 EAP provides a solid foundation in the English language for success in the university classroom and preparation for the IELTS exam. The course is offered at 2 levels: Upper-Intermediate (EAP 1) or at Pre-Advanced (EAP 2), placement conditions apply. Both levels are 8 weeks each. Courses include 21.5 hours of lessons and 3.5 hours of self-study each week.

**TOEIC Preparation**  
 CRICOS Course Code: 042711K  
 Includes full-time General English (above) plus a two hour lesson Wednesday afternoons from 1:00pm until 3:00pm. The course also includes one afternoon per week of supervised test preparation in the library.

**English for High School**  
 CRICOS Course Code: 042715F  
 For students planning to study at an Australian high school. The course comprises English language study, academic study skills, introduction to school subjects, supervised self-study and homework, social and sports activities and high school visits. 21.5 hours of lessons and 3.5 hours of self-study each week.

**Private Tuition**  
 Private Tuition is one-on-one class time focusing on specific language needs as requested by the student. 10 lessons each of 50 minutes.

**General English Intensive Plus**  
 CRICOS Course Code: 042711K  
 For students seeking to maximise their language learning. This course comprises full-time General English with 3 additional hours per week of private lessons.

### Public & School Holidays

The school will be closed on these days:  
 1 & 28 January, 21 & 24 March, 25 April, 9 June, 6 October, 22-26 December.

JANUARY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY						
S	M	T	W	T	F	S
						1 2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

MARCH						
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30	31					1
2	3	4	5	6	7	8
			10	11	12	13
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23	24	25	26	27	28	29

APRIL						
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27	28	29	30			

MAY						
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JULY						
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13	14	15	16	17	18	19
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27	28	29	30	31		

AUGUST						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

SEPTEMBER						
S	M	T	W	T	F	S
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7	8	9	10	11	12	13
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21	22	23	24	25	26	27
28	29	30				

OCTOBER						
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19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER						
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30						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

DECEMBER						
S	M	T	W	T	F	S
						1 2 3 4 5 6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

■ Main start dates for General English, English for Academic Purposes, English for High School, TOEIC Prep

○ Cambridge Start Dates

● Cambridge Finish Dates

▲ Public & School Holidays

# 2008 Course Start Dates

GENERAL ENGLISH, ENGLISH FOR HIGH SCHOOL, SPECIAL PROGRAMMES, TOEIC PREPARATION	CAMBRIDGE COURSES	ENGLISH FOR ACADEMIC PURPOSES EAP 1 AND EAP 2 8 WEEK COURSE EACH
<b>START ANY MONDAY OR</b> Main Start Dates: 2 January, 29 January, 25 February, 25 March, 21 April, 19 May, 16 June, 14 July, 11 August, 8 September, 7 October, 3 November, 1 December	<b>PET, FCE, CAE</b> 10 week course 2 January until 7 March  <b>PET, FCE, CAE</b> 12 week course 17 March until 6 June  <b>PET, FCE, CAE</b> 12 week course 15 September until 5 December *CPE course once only 2008	Start Dates: 2 January, 29 January, 25 February 25 March, 21 April, 19 May 16 June, 14 July, 11 August 8 September, 7 October 3 November, 1 December

## 2008 Tuition Fees

<b>1-12 Weeks:</b> Full-Time General English, Cambridge Exam Preparation and English for Academic Purposes	\$360 per week
<b>13-24 Weeks:</b> Full-Time General English, Cambridge Exam Preparation and English for Academic Purposes	\$350 per week
<b>25-36 Weeks:</b> Full-Time General English, Cambridge Exam Preparation and English for Academic Purposes	\$340 per week
<b>37+ Weeks:</b> Full-Time General English, Cambridge Exam Preparation and English for Academic Purposes	\$320 per week
English for High School	\$375 per week
Working Holiday Visa Holders - Includes Enrolment Fee and Materials Fee	\$3500 for 12 weeks \$4930 for 17 weeks
General English, Part-Time: Non Student Visa Holders Only	\$310 per week
<b>Special Programmes</b> General English Intensive Plus	\$600 per week
General English Plus TOEIC Preparation	\$395 per week
Private Tuition (10 lessons of 50 minutes each)	\$950 per week

## Administration & Accommodation

Enrolment Fee				\$200
Materials Fee			\$70 (1-4 wks)	\$120 (5-12 wks)
			\$160 (13-24 wks)	\$180 (25-36 wks)
				\$195 (37+ wks)
Accommodation Booking Fee				\$200
Homestay Fee			\$210 (Share room)	\$235 (Single room)
English for High School Homestay, all students under 18				\$250 (Single room)
Airport Transfer				\$120
Student Supervisor, for students under 18				\$30 per week
Cambridge Examination Fees			\$280 (PET)	\$395 (FCE)
			\$395 (CAE)	\$395 (CPE)
TOEIC Examination Fee				\$200
Overseas Student Health Cover (OSHC)	\$87 (3 months)	\$174 (6 months)	\$261 (9 months)	\$377 (12 months)
Excursions (Depending on activity)				\$10-\$15 Average per excursion

Fees are in Australian Dollars and are subject to change.

## Cambridge Examination Dates

PET: 15 March	PET: 30 May	PET: 5 December
FCE: 8 March	FCE: 10 June	FCE: 9 December
CAE: 8 March	CAE: 11 June	CAE: 10 December
		CPE: 11 December

## Enrolment Procedures

- Complete the Enrolment Form and send it to the College or your local representative.
- We will send you a Document of Offer (Tax Invoice).
- Full payment of fees must be received at least 2 weeks before course commencement.
- Once payment is made, Student Visa applicants receive an electronic Confirmation Of Enrolment (eCOE) to obtain a student visa.
- Make sure you allow enough time for your visa application to be processed.
- If you need Homestay or Airport Transfer, send us your flight details at least 2 weeks in advance.
- We will then send you your homestay details and arrange your transfer.

# Terms and Conditions

**Payment of Fees:** Full fees must be received before your course commences and will be held by International House Sydney in accordance with the Education Services for Overseas Students Act (ESOS Act 2000). Tuition Fees are defined to be those fees payable for tuition as officially published or provided by the college.

**Cancellations and refunds:** All requests for cancellations and refunds must be made in writing together with any supporting documentation. Correspondence must be addressed to the Director, and must state the student's name and Student Number and include the reason for requesting a refund. Bank fees on refunds are the responsibility of the student. If students enrol through a representative, the refund will be paid through that representative. Refunds will be made according to the following policy:

- More than 28 days written notice before course start date - Full refund of fees less Enrolment Fee & Accommodation Booking Fee.
- 28 days or less written notice before course start date - 80% refund of tuition fees less Enrolment & Accommodation Fees
- After course start date or arrival date in Australia - nil refund
- In the event that a student is not granted a student visa, the student is eligible for a full refund of all fees
- In the event that a student is expelled for a serious breach of discipline - nil refund
- Course fees are not transferable to another person or institution
- In the event of the cancellation of a course by International House Sydney, all fees will be refunded.
- All refunds will be paid within two weeks from the date of notice of default or receipt of a written claim from the student.

**Consumer Protection:** The refund conditions stated above do not remove the right of a student to take further action under Australia's consumer protection laws. International House Sydney's dispute resolution processes do not circumscribe the student's right to pursue other legal remedies.

**Satisfactory Attendance:** Students are required to maintain an attendance rate of at least 80%, including absence due to illness. Absence due to illness must be covered by a medical certificate.

**Homestay:** For all Homestay students the following conditions apply:

- Two weeks notice of your Homestay request is required.
- Minimum stay of two weeks must be booked and paid for in advance. Fees are paid to the host families by the college each fortnight, in advance.
- Any Homestay extension must be paid in monthly instalments, in advance.
- Students are required to follow the International House Sydney Homestay policies and regulations.
- Students are expected to live according to the house rules of the Homestay family.
- The college reserves the right to deny or cancel Homestay arrangements.
- Any changes to Homestay Accommodation should be discussed with the Homestay Co-ordinator. The College will endeavour to meet all requests made by the student. For changes, a Homestay Booking Fee may apply.
- After arrival, students must give one week notice to cancel Homestay.

**Airport Transfer:** Airport Transfer must be booked and paid for in advance. The fee is non-refundable if service is not used or if cancellation is made less than 2 working days prior to arrival.

**Change of Address:** Students must inform International House Sydney of their current residential address during their stay with the College. Any changes must be reported to the College immediately.

**Holidays:** All students seeking a holiday must obtain approval from the Director.

**Transfers to Other Colleges:** Transfers to other institutions are not allowed by International House Sydney.

**Code of Conduct:** All students must adhere to the College policies and procedures as outlined in the Student Handbook.

**Translations:** Where there is a difference in meaning or interpretation of any translation, the English language version will apply.

**Use of personal information:** The information provided by the student to International House Sydney may be made available to Commonwealth and State agencies and the Fund Manager of the ESOS Assurance Fund, pursuant to obligations under the ESOS Act 2000 and the National Code. In addition, International House Sydney is required, under s19 of the ESOS Act 2000, to tell the Department about: Certain changes to the student's enrolment; and any breach by the student of a student visa condition relating to attendance or satisfactory academic performance.

**Indemnity and Release:**

I, the student whose name appears below, am aware that certain risks and dangers may be associated with studying in a foreign country and participation in associated activities including but not limited to participation in optional sporting or recreational activities and travel.

In consideration of WELS (Australia) Pty. Ltd. (hereinafter called "International House Sydney") accepting my application for enrolment as a student, I agree that I will not hold International House Sydney responsible or liable for and will not make any claim against International House Sydney by reason of any injury, damage or loss which I may suffer as a result of or in connection with or during the period of -

1. my attendance at International House Sydney and/or
2. my participation in any activities whether educational, social, recreational or otherwise, conducted or arranged by or on behalf of or by arrangement with International House Sydney or in any other way associated with International House Sydney and/or
3. whilst in accommodation whether short term or long term arranged for me by International House Sydney.

On behalf of myself, my executors, administrators and assigns I hereby release International House Sydney from all liability to myself or to any other person for any such injury, damage or loss and from any actions, claims or demands which, if I had not entered into this Agreement, I might hereafter have been entitled to take or make against International House Sydney in respect of any such injury, damage or loss and I hereby indemnify International House Sydney against any such liability. I agree that this Agreement shall be governed in all respects by and interpreted in accordance with the law of the State of New South Wales in the Commonwealth of Australia.

I certify that the information I have given is true and correct and that I have read the 'Terms and Conditions' and 'Indemnity and Release' above, and agree to be bound by them.

I am over 18 years of age  I am under 18 years of age

Full name of student

\_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

If you are under 18 years of age, the section below must be read and signed by your parent/guardian.

I hereby request WELS (Australia) Pty. Ltd. ACN 098 348 844 ("International House Sydney") to enrol the student who has signed the above Agreement as a student of International House Sydney. In consideration of International House Sydney agreeing to such enrolment I hereby indemnify International House Sydney against any liability for any injury, damage or loss of the type referred to in such agreement suffered by the student and against any actions, claims and demands which may be made against International House Sydney by the student or by any other person by reason of such injury, damage or loss suffered by the student.

Full name of student

\_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_