



ANC High School

ABN 63 124 559 477 CRICOS Provider Code: 02944B

Address: Level 5, 46-48 York Street, Sydney NSW 2000, PO Box 608 QVB NSW 1230 Australia

Tel: +61 2 9299 1688 Fax: +61 2 9299 9488 Web: www.anc.edu.au Email: info@anc.edu.au

Application for Enrolment

Applicant Details

Surname:		Given Name(s):	
Gender: <input type="checkbox"/> Male / <input type="checkbox"/> Female	Date of birth: (d) / (m) / (y)		Passport Number.
Country of Birth:		Visa Type:	
Address:			
City:	State:		Postcode:
Telephone:	Mobile:	E-mail:	

Education Background

Previous study including currently studying. Please attach relevant documentation from all studies undertaken			
Certificate	Name of the institute:	Country	Year of Award

English Proficiency

Have you taken a recognised English language test, such as IELTS? If yes, Please complete the details below and provide certified copy of your test results		
English Test:	Results:	Date of test: (d) / (m) / (y)

Intended Course Enrolment Details

Senior Secondary Courses and Intake			
<input type="checkbox"/> Year 11 \$13,500.00		<input type="checkbox"/> Year 12 \$13,500.00	
Preferred Course Intake	<input type="checkbox"/> January	<input type="checkbox"/> February	<input type="checkbox"/> March <input type="checkbox"/> April
Other intake date	Please contact ANC High School		

Other Fees

Enrolment Fee(not refundable)	\$200.00
Material Fee per year	\$100.00
Overseas Students Health Cover, compulsory (Single, One year)	\$390.00
Airport Pick Up	Do you need airport pick up? <input type="checkbox"/> Yes <input type="checkbox"/> No \$120.00
Accommodation Placement fee	Do you need arrange accommodation? <input type="checkbox"/> Yes <input type="checkbox"/> No \$190.00
Accommodation fee per week	\$250.00 – \$280.00
Guardian Placement Fee, a student under 18 must have a guardian	\$120.00
Guardian Fee per week	\$55.00

Declaration: I declare all information I have given on this form is correct and complete. I have read, understand and accept the Terms and Conditions and the Refund Policy and agree to be bound by them. **Parent/Guardian to fill the following information and sign if student is under 18 years of age.** Date:(d) / (m) / (y)

Full Name:	Signature:
Parent/Guardian Name:	Parent/Guardian Signature:

Relationship to student:	Contact Number.
--------------------------	-----------------

TERMS AND CONDITIONS

1. Overseas students can only enrol in full time courses. A minimum of 25 hours study per week is required.
2. Overseas Students must attend a minimum of 80% of classes and must make satisfactory academic progress.
3. Overseas Students are required to provide their current Australian address to ANC HS at all times.
4. All due care is to be taken with ANC equipment, facilities and property
5. If the student is under 18 years, he/she must be approved by a parent or guardian to study at ANC HS.
6. **EXPULSION:** ANC HS reserves the right to expel students for serious breaches of discipline.

REFUND POLICY

ANC High School fully complies with the ESOS Act 2000.

1. The application fee and accommodation placement fee are non-refundable
2. In the event of a student's visa application being rejected and the official evidence being provided to ANC HS, ANC HS will refund your fee within 4 weeks subject the following conditions:
 - if the course has not commenced, all tuition fees paid will be refunded
 - if the course has commenced, a refund will be made on pro-rata basis
3. In the event of a student withdrawing from a course, an application for refund must be made in writing to the ANC HS.
 - if the notice is received by ANC HS at least 28 days before the course starts, a refund of 80% of tuition fees will be made. (20% of first installment of total tuition fee will be deducted)
 - if the notice is received by ANC HS prior to, but less than 28 days before the course starts, a refund of 50% of tuition fees will be made. (50% of first installment of total tuition fee will be deducted)
 - if the notice is received by ANC HS on or after the course starts, no refund will be made. If an exceptional circumstance exists, a refund will be given on a case by case basis.
 - no refund will be granted to a student whose enrolment is terminated for failure to comply with ANC's policies and procedures and DIAC's visa requirements.
4. In the event of ANC HS defaulting, the total tuition fee will be refunded to students within 2 weeks. Alternatively, ANC HS may offer an alternative (replacement) course or part of a course. The student must advise in writing within fourteen days whether he or she accepts the alternative arrangement.

ANC High School's dispute resolution processes do not circumscribe the student's right to pursue other legal remedies.

This agreement, and the availability of complaints and appeals processes, does not remove right of the student to take action under Australian Consumer Protection laws.

Fees, Course Start Dates:

Fees and course dates are correct as of Nov 2009. ANC HS reserves the right to vary these conditions at any time without notice.

Privacy Statement

ANC HS is firmly committed to privacy. We use an applicant's information only to create the ANC HS database. However, an applicant's information may be made available to Commonwealth and State Agencies, the Tuition Assurance Scheme (ACPET), and Fund Manager of the ESOS Assurance Fund, pursuant to obligations under the ESOS Act 2000 and the National Code. This information includes personal and contact details, course enrolment details and changes, and the circumstance of any suspected breach by the student of a student visa condition.

Applicant signature: _____