

# TASMANIAN COLLEGE OF ENGLISH

## 2018 COURSE DATES & FEES

GENERAL ENGLISH		FEE
General English (Standard) (20 hrs per week) Δ		\$335.00/week
General Intensive English (25 hrs per week) Δ	36+ weeks	\$340.00/week
	13 to 24 weeks	\$365.00/week
	5 to 12 weeks	\$370.00/week
	1 to 4 weeks	\$380.00/week
Part-time General English (17 hrs per week)		\$315.00/week
Accelerated English (20 hrs General Intensive English + 5 hrs Private Tuition)		\$835.00/week
Evergreen (Seniors) Programme		Part-time General English + Evergreen Programme Fee
Special Studies (6 hrs)		\$110.00/week
Private Tuition		\$100.00/hour

WORKING HOLIDAY, WORK EXPERIENCE / INTERNSHIP		FEE
English + Work Experience / Internship	General Intensive English Fee + Work Experience Placement Fee	
English + Volunteering	General Intensive English Fee + Volunteering Placement Fee	

ACADEMIC ENGLISH - Acceptance subject to IELTS pre-entry test		FEE
International Secondary School Bridging Programme	(25 hours)	See General Intensive English Fees

CAMBRIDGE EXAMINATION PREPARATION		FEE
Cambridge FCE	02/01/18 to 09/03/18	\$3700.00
	10/09/18 to 30/11/18	\$4440.00

ENGLISH + SPORT AND CULTURE		FEE
English + Diving	on application	

GENERAL ENGLISH COURSE ENTRY DATES	
Any Monday	

ENGLISH TERM DATES			
Term 1 – 02/01/18 to 23/03/18	Term 2 – 26/03/18 to 15/06/18	Term 3 – 18/06/18 to 07/09/18	Term 4 – 10/09/18 to 21/12/18

CAMBRIDGE EXAMINATION DATES AND FEES	
FCE - 16/03/18, 12/06/18, 04/12/18 - Exam Fee \$380	

TOEIC EXAMINATION DATES												
19/01/18	16/02/18	16/03/18	13/04/18	11/05/18	08/06/18	06/07/18	03/08/18	31/08/18	28/09/18	26/10/18	23/11/18	14/12/18

ACCOMMODATION FEES		FEE
Homestay Accommodation (Over 18)	Single Room	\$285.00/week
	Shared Room *	\$255.00/week
Homestay Accommodation (Under 18)	Single Room	\$300.00/week
	Shared Room *	\$270.00/week
Extra Night		\$60.00/night
Hostel Accommodation †	From	\$350.00/week
Furnished Apartments † (Studio / One bedroom)	From	\$750.00/week
Halal Food Surcharge		\$50.00/week

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ADMINISTRATION FEES	FEE
Enrolment Fee	\$230.00
Airport Transfer Fee (including GST)	\$90.00 one way / \$180.00 return
Accommodation Placement Fee (including GST)	\$250.00
Guardianship Fee (including GST)	\$400.00
Evergreen Programme Fee	\$450.00/week
Work Experience Program B (full-time), Placement & Guidance Fee (including GST)	From \$1300.00
Academic Placement Fee (including GST)	\$360.00
Volunteering Placement Fee (including GST) 1 to 6 weeks	From \$420.00/week
Textbook and Materials Fee	*Minimum fee \$72 \$12.00/week
Internet Access	FREE
Re-issue of eCoE (second eCoE change and all subsequent eCoE changes)	\$200.00 per change

Overseas Student Health Cover (OSHC) 2018	FEE	
All students studying on a Student Visa are required by the Australian Government to obtain Overseas Student Health Cover (medical insurance). Please allow course length plus an extra 2 weeks prior to course and 4 weeks after course.	Single	From \$41.00 /month
	Couples	From \$231.00 /month
	Family	From \$416.00 /month

### KEY

Δ Student Visa holders must enrol in full-time courses

\* Share rooms (for 2 students travelling together) are subject to availability

† Hotel / Apartment rates are subject to change.

- All fees are quoted in Australian Dollars

### COLLEGE HOLIDAYS

**Holidays** 2 weeks – Monday 24/12/2018 – Friday 04/01/2019 | 2019 Courses will commence on Monday 07/01/2019

### PUBLIC HOLIDAYS

The Tasmanian College of English will be closed for the following Public Holidays:

Australia Day	Friday	26/01/18	Easter Monday	Monday	02/04/18
Hobart Regatta	Monday	12/02/18	ANZAC Day	Wednesday	25/04/18
Eight Hour Day	Monday	12/03/18	Queen's Birthday	Monday	11/06/18
Good Friday	Friday	30/03/18	Hobart Show Day	Thursday	25/10/18

### PAYMENT OF FEES

**Bank Transfer / Direct Deposit:** Bank Swift Code: ANZBAU3M

#### Tasmanian College of English

Account No.: 231 495 119

Bank Address: Shop 5 Leichhardt Market Place, 200 Marion St, Leichhardt NSW 2040

Branch No.: 012 205

**Bank Draft / Cheque:** Payable to the college of your choice in Australian Dollars.

**Credit Card / EFTPOS / Cash:** Please note that a surcharge applies for credit card payments

### CONTACT US

**Website:** [www.coe.tas.edu.au](http://www.coe.tas.edu.au) **Email:** [registrar@coe.tas.edu.au](mailto:registrar@coe.tas.edu.au) **Address:** 322 Liverpool Street  
Hobart, Tasmania, 7000  
Australia

**Telephone:** +61 (0)3 6231 9911 **Fax:** +61 (0)3 6231 9912

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### ENROLMENT FORM

1. Complete the Enrolment Form and send directly to Registrar, Tasmanian College of English, 322 Liverpool Street, Hobart, TAS 7000 Tel: 61 8 03 6231 9911 Fax: 61 8 03 6231 9912 Email: registrar@coe.tas.edu.au Website: www.collegeofenglish.com.au
2. On receipt of your Enrolment Form and full payment we will return a Letter of Enrolment and electronic Confirmation of Enrolment (eCoE), where necessary.
3. The eCoE is needed if you apply for a Student Visa. Allow sufficient time for the processing of your visa.
4. If you have requested homestay and/or airport transfer, please advise us of your flight details at least 2 weeks before you for Australia. We will then send you the name, address and other details of your host family.

#### PERSONAL DETAILS

Family Name \_\_\_\_\_  
 Given Names \_\_\_\_\_  
 Date Of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Nationality \_\_\_\_\_  
 Address/home country \_\_\_\_\_

Address in Australia if applicable \_\_\_\_\_  
 Telephone \_\_\_\_\_ Occupation \_\_\_\_\_  
 Email \_\_\_\_\_ Sex M  F

Which type of Visa will you apply for? (Student visa holders must study full-time accredited courses)

Visitor  Working Holiday  Student  Other

#### COURSE REQUEST

Course Name \_\_\_\_\_ Cricos Code \_\_\_\_\_  
 30 hrs  25 hrs  20 hrs  Part time  No of weeks \_\_\_\_\_  
 Start Date \_\_\_\_\_ End Date \_\_\_\_\_

English Level

Beginner (n/a)  Elementary  Intermediate  Advanced

English Test Score (IELTS/TOEIC/Cambridge): \_\_\_\_\_ (attach)

**Office use only:** IELTS results sighted  Yes  No

Will you study in Australia after your English course?

Yes  No If yes, which course \_\_\_\_\_

Will you take an IELTS test after your course?  Yes  No Date \_\_\_\_\_

How did you find out about the Tasmanian College of English? \_\_\_\_\_

#### ACCOMMODATION REQUEST

Do you want the College to arrange accommodation for you?  Yes  No

If yes, type:  Homestay  Hostel

Begin \_\_\_\_\_ Finish \_\_\_\_\_  Single  Shared Room

Do you smoke?  Yes  No Pets?  Yes  No  doesn't matter

Do you have any pet or food allergies, foods you cannot eat or special requests? \_\_\_\_\_

Homestay family  With children  Without children  Doesn't matter

Do you want airport transfer?  Yes  No

Please advise your flight details

(If you do not know now, please advise when confirmed)

Arrival Date \_\_\_\_\_ Arrival time \_\_\_\_\_

#### PAYMENT DETAILS

Enrolment Fee \_\_\_\_\_ A\$ \_\_\_\_\_

Tuition Fee \_\_\_\_\_ weeks \_\_\_\_\_ A\$ \_\_\_\_\_

Accommodation placement fee \_\_\_\_\_ A\$ \_\_\_\_\_

Homestay accommodation weeks \_\_\_\_\_ A\$ \_\_\_\_\_

Airport transfer \_\_\_\_\_ A\$ \_\_\_\_\_

Overseas student health cover (\_\_\_\_\_ months) \_\_\_\_\_ A\$ \_\_\_\_\_

single  family (attach family details) \_\_\_\_\_ A\$ \_\_\_\_\_

Materials fee (includes course text and coursework) \_\_\_\_\_ A\$ \_\_\_\_\_

Cambridge exam fee \_\_\_\_\_ A\$ \_\_\_\_\_

Remittance Receipt Fee \_\_\_\_\_ A\$ \_\_\_\_\_

Other \_\_\_\_\_ A\$ \_\_\_\_\_

**Total payment due** \_\_\_\_\_ A\$ \_\_\_\_\_

Enrolment in courses longer than 25 weeks

I wish to pay all tuition fees before course commencement  Yes  No

I wish to pay 50% of course tuition fees before course commencement  Yes  No

- I understand that some courses require a pre-requisite level of English language for entry.
- I understand that I will be tested at the commencement of my course and placed in a class at the appropriate English language level.
- I understand that I must complete all class work assignments, activities and assessments in order to maintain satisfactory progress.
- I understand that if I am on a student visa I must attend at least 80% of my course and that if I fail to do so I will be reported to the Australian government.
- I understand that I must tell the Tasmanian College of English immediately if I change my address.
- I understand that if I am on a student visa I cannot change my school during the course without a written letter of release from Hobart.
- I have read the regulations of the Tasmanian College of English and agree to abide by them.
- I am aware the school-aged dependant accompanying me will be required to pay full fees at a private or government school in Australia.
- I understand that, if I am on a student visa, my personal information may be shared with the Australian government, designated authorities, the Tuition Assurance Scheme and the ESOS Assurance Fund Manager. This information may include personal and contact details, course enrolment details and changes and circumstances of any suspected breach by the student of a student visa condition.
- I agree that the Tasmanian College of English can share information about my course and progress with my parents and recruiting agents.
- I acknowledge the Tasmanian College of English's right to change its fees and conditions, cancel or defer courses and to alter course timetables and class locations at any time without notice.
- I understand that I must give one week's notice if I want to leave my homestay.
- I understand that a \$200 fee will be incurred upon a second eCoE change and all subsequent eCoE changes.

Signed \_\_\_\_\_ (Student) Date \_\_\_\_\_

Signed \_\_\_\_\_ (Parent if student under 18) Date \_\_\_\_\_

#### CONDITIONS OF ENROLMENT

**PAYMENT** – Full payment for the invoiced amount is due 2 weeks prior to course commencement. If you travel on a student visa, full payment is required prior to the issue of an Electronic Confirmation of Enrolment.

**CANCELLATION POLICY** – For the purpose of this policy a course is defined as the number of weeks for which tuition has been prepaid. The enrolment fee is payable once only and is not refundable (exception, provider default). Tuition OSHC fees, airport pick-up and homestay fees are refundable in full if the College is notified 30 days before the starting date. Students cancelling less than 30 days, 70% of tuition fees are refundable. Refund requests must be made in writing to the College. All tuition, OSHC and materials fees refunded if student visa is rejected by DIBP. The original eCoE must be returned with the refund request. No refund is payable after you have commenced studying. Course fees are not transferable to another person or institution (exception, where the offer of a place is withdrawn or TCE is unable to provide the tuition for which the offer has been made). If you wish to leave your homestay at any time you are required to give 1 weeks notice. Refunds will be provided to student within 4 weeks if student defaults and within 2 weeks if provider defaults. If you enrolled through an agent, the fees will be refunded to that agent. In the event TCE is unable to deliver your course in full after payment has been received TCE will refund the balance of course fees received within 2 weeks. Alternatively you may choose an alternate course of equal value. This agreement and the availability of complaints and appeals processes, does not remove the right of the student to take action under Australia's consumer protection laws. Personal information may be made available by TCE to Commonwealth and State agencies, the ESOS Assurance Fund Manager and Tuition Assurance Scheme. The Director General Education (QLD) has the power under the Act to suspend or cancel the registration of a provider or a course, and, students concerned about the conduct of a provider may contact officer of the department involved in the administration of the Act.

**INDEMNITY AND RELEASE** – In consideration of the Tasmanian College of English hereafter referred to as "TCE" accepting my application for enrolment as a student and providing tuition to me, I agree that I will not hold it, and/or its employees, and/or agents responsible or liable for and will not make any claim against any of them for any loss, damage, death or injury which I may suffer or cause as a result of or in connection with or during the period of: (a) my attendance at any premises owned, operated or controlled by TCE, and/or (b) my attendance at any activity (whether sporting, cultural, social, education, recreation or otherwise) organised by or on behalf of or with the assistance of TCE or any activity of which TCE has any knowledge and/or any accommodation whether short term or long term arrangement for me by TCE. On behalf of myself, my executors, administrators and assigns, I hereby release TCE and/or its employees, and/or agents from loss, damage, death or injury and from any actions, claims and demands which, if I had not entered into this Agreement, I might otherwise have been entitled to take or make in respect of any such loss, damage, death or injury and I hereby indemnify TCE and/or its employees, and/or agents against any such liability. I agree that this Agreement shall be governed in all respects by and interpreted in accordance with the laws of Tasmania in the Commonwealth of Australia.