



Courses Fees & Details

ELICOS Course Information	Details	Fees
Intensive General English CRICOS CODE: 076512C Minimum age: 18 years old	20 hours per week Start dates: Every Monday	\$ 390 per week + Enrolment fee \$250 Material fee \$10 per week
Cambridge Exam Preparation Entry requirement: Minimum age: 18 years old FCE (CRICOS CODE: 079085D): Upper Intermediate + CAE (CRICOS CODE: 079589B): Advanced	25 hours per week Start dates (12 weeks): 14/03; 05/09 Start dates (10 weeks): 28/03; 19/09	\$400 per week + Enrolment fee \$250 Material fee \$10 per week Exam fee (see other fees)
High School Preparation ** Minimum age: 14 years old CRICOS CODE: 069718C	20 hours per week	\$450 per week + Material fee \$10 per week Enrolment fee \$250
VET Course Information	Details	Fees
10773NAT Certificate IV in TESOL * CRICOS code: 102978D Entry requirement: IELTS 6.0; Minimum High School Year 11 completion or equivalent; Upper Intermediate +	20 weeks course Start dates: TBA Campus: Cairns	Face to face \$7,800 + Enrolment fee \$250 Material fee \$200
BSB40120 Certificate IV in Business* CRICOS code: 104970G Entry requirement: IELTS 5.5; Minimum High School Year 11 completion or equivalent; Upper Intermediate +	Start dates: TBA Campus: Cairns/Brisbane	45 weeks course \$ 6,500 + Enrolment fee \$250
BSB50120 Diploma of Business* CRICOS code: 104971F Entry requirement: IELTS 5.5; High School Year 12 completion or equivalent; Upper Intermediate +	Start dates: TBA Campus: Cairns/Brisbane	40 weeks course \$ 6,500 + Enrolment fee \$250
Other Information	Details	Fees
SITHFAB002 Provide Responsible Service of Alcohol* Minimum age: 18 years old Entry requirement: IELTS 5.5; Upper Intermediate +	Day course Start dates: Please enquire.	\$ 100 + Enrolment fee \$250
SITHFAB005 Prepare and Serve Espresso Coffee* Entry requirement: IELTS 5.5; Upper Intermediate + Completion of SITXFSA001 Use Hygienic Practices for Food Safety	Day course Start dates: Please enquire.	\$ 150 + Enrolment fee \$250

Accommodation Fees & Details

Accommodation	Details	Fees
Placement Fee	Applicable on the accommodation request	\$250 Relocation fee \$100
On-campus dormitory Minimum age: 18 years old	Nationality mixed shared room. All meals provided in buffet style. Linen & dining kit rental, FREE Evening Classes & facility use	\$280 per week (\$40 per night) Late check in \$55 *Check in hours- weekends 9:30-10:30am
Homestay (over 18 years old)	All meals provided. Single placement	\$294 per week (\$42 per night)
Homestay (under 18 years old)	All meals provided. Single placement	\$385 per week (\$55 per night)

Airport Transfer Fees (Cairns Airport)

One-Way	\$100	Return	\$200	Extra charge for each transfer request between 10pm and 6am	\$30
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Other Fees

GE Supervision Fee (U18)	\$50 per week	Uniform Fee (High School Preparation course only)	TBA
OSHC	TBA*	Cambridge Exam Fee	FCE: \$390 / CAE: \$395

*Price will be quoted on Letter of Offer and must be paid within the calendar year from the issue date.

*Subject to availability ** Currently not offered

SUN PACIFIC COLLEGE

Phone : +61 7 4057 2100
 Address : 55-65 Poolwood Rd, Kewarra Beach QLD 4879
 Website : www.spc Cairns.com
 Email : wecare@spcgroup.me

OFFSHORE SUPPORT OFFICES

Brazil : happy2help@spcgroup.me
 Colombia : guiame@spcgroup.me
 Europe : foreversummer@spcgroup.me
 Vietnam : dreamcatcher@spcgroup.me

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Personal Information

Given Name (First Name): _____ Surname (Family Name): _____
 English Name (If applicable): _____ Gender: Female Male
 Date of birth (DD/MM/YYYY): ____/____/____ Citizenship: _____ Language: _____
 Email: _____ Mobile: _____
 Current Address: _____
 Emergency contact: _____ Relationship: _____ Telephone: _____
 Passport Number: _____ Visa type: Visitor Working Holiday Student Other _____
 Final Academic Background _____ USI _____

Program Information

Intensive General English (Starts every Monday)

Daytime

Intake: ____/____/____ Weeks: ____

If the holidays during the course period is needed, please provide details in the email along with this form.

Vocational Courses

- 10773NAT Certificate IV in TESOL
 BSB40120 Certificate IV in Business
 BSB50120 Diploma of Business

Intake: ____/____/____ Weeks: ____

Cambridge Exam Preparation Course

FCE CAE

Intake: ____/____/____ Weeks: ____

- SITHFAB002 Provide Responsible Service of Alcohol
 SITHFAB005 Prepare & Serve Espresso Coffee

Intake: ____/____/____

Accommodation Information

On-campus Dormitory

Check in: ____/____/____ Weeks: ____

(Extra charge applies for check in outside office hours)

Homestay

Over 18 years old Under 18 years old

Check in: ____/____/____ Weeks: ____

Airport Transfer

Do you require Airport Transfer? No Yes (pick up only) Yes (pick up & drop off)

- If yes, please provide your arrival flight information.

Date (DD/MM/YYYY): ____/____/____ Time: ____:____ Flight no: _____

I don't have flight information yet.

Overseas Student Health Cover (OSHC) for student visa only

No Yes (Single) Yes (Couple) Yes (Family); Policy Start Date* : ____/____/____

*Please note policy start date will start on the Saturday before the course start date. if not, please advise. The end date if the course is less than 10 months or 8 weeks longer if course is longer than 10 months.

2022 Holidays (Cairns)

New Year's Day: Mon, 3 Jan	Easter Sunday: Sun, 17 Apr	Cairns show : Fri, 15 July	New Year's Day: Mon, 2 Jan
Australia Day: Wed, 26 Jan	Easter Monday: Mon, 18 Apr	Queen's Bday: Mon, 3 Oct	
Good Friday: Fri, 15 Apr	ANZAC Day: Mon, 25 Apr	Christmas Eve: Sat, 24 Dec	SPC End-of Year Holiday:
Holy Saturday: Sat, 16 Apr	Labour Day: Mon, 2 May	Boxing Day: Mon, 26 Dec	26 Dec 2022 - 2 Dec 2023

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For any medical, special diet or request for special care, please share with us below:

• Do you have any allergies to the followings?

No, I don't have any allergies.

Yes → Food Animals Plants Medicine Others; _____

Please list your allergies in more details:

• Do you have any special diet?

No

Yes → Vegetarian Vegan Pescatarian Gluten-free Others; _____

• Do you have any medical condition we should know?

No Yes, please provide details:

• Do you take any medication regularly?

No Yes, please provide details: _____

• Do you smoke? Yes No

• What do you like to do in your free time? (optional)

Medical & Health Conditions

In order to provide the best care possible to each student we ask you to provide honest, and as much detail as possible, information when it comes to health/medicinal concerns that may affect a participant's learning or accommodation arrangements. This concerns all forms of medication and health status. Additional documents may be requested if the student has had a learning difficulty in the past, such as physical disability, Autism, ADHS, Aspergers, truancy or experiences of bullying.

SPC may request a medical certificate and approval prior to enrolment acceptance in some cases. An English version of prescription and directions of use is required to be submitted if the student is taking medication on regular basis.

In all cases, as indicated above, SPC will take all care but no responsibility. Despite the best possible care, accidents and illness can happen. Medical systems can differ from country to country. In the event of any emergency, students and the parents should understand that in Australia, students must agree to follow Australian medical procedures.

The applicant/parents hereby accept that the assigned group leader, host family members, or local coordinator may act as responsible guardian for the student and may decide emergency medical treatment without personal liability.

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Terms and Conditions 2022

For Student Visa Holders:

1. If you are coming to Australia on a student visa, we will send you a Confirmation of Enrolment (CoE). You will need to take this CoE to your nearest Australian Embassy or Consulate with your visa application form. Be sure to leave enough time for the Embassy or Consulate to issue your visa.
2. You cannot change provider during the course without a written letter of release from SUN PACIFIC COLLEGE.
3. For ELICOS courses, students must maintain a satisfactory attendance level (over 80%) and satisfactory course progress (minimum 65%). For VET courses, students must maintain satisfactory attendance and satisfactory course progress (minimum 50% at any time). Any breach of these conditions may result in you being reported to the Department of Home Affairs (DHA). SUN PACIFIC COLLEGE has an Appeals & Complaints process, which you can access if SUN PACIFIC COLLEGE intends to report you to DHA for any reason.
4. You should always inform SUN PACIFIC COLLEGE of any changes to your enrolment or start date at least a week prior in writing. Fill out a "Special Consideration Form" which is available from SUN PACIFIC COLLEGE's website and email to wecare@spcgroup.me. Please note, if you fail to attend the school on your course start date without contacting us in advance, SUN PACIFIC COLLEGE has 14 days to report the cancellation of your enrolment to DHA. You are entitled to natural justice under ESOS Act subsection 4A (1) (a) (i).
5. You must attend orientation since it is a legal requirement and falls within your CoE's study plan. Failing to do so is reportable to DHA. Your Orientation date and time will be emailed to you prior to course commencement.
6. If you are enrolled at another provider on a student visa, you need to provide SUN PACIFIC COLLEGE a release letter before we can issue your CoE.
7. You must provide SUN PACIFIC COLLEGE with proof of your English language proficiency level before we can issue you with an unconditional CoE. Courses, Fees and Timetables: From time to time, SUN PACIFIC COLLEGE may change its courses or course fees. Always be sure to check the very latest course enrolment information. You can do this by emailing us or by checking our web site.
8. 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. Even if the student has discussed refunds with SUN PACIFIC COLLEGE, the student will always have the right to get legal help to solve any problems. SUN PACIFIC COLLEGE regards the transparent and clear communication of this policy to the students in a language which is understandable as being a high priority. As well as on this form, refund procedures are outlined in the SUN PACIFIC COLLEGE pre-enrolment Student Handbook.

9. Books and Equipment

The student will return any books or equipment lent to them by SUN PACIFIC COLLEGE.

10. Excursions

The student understands that weekly excursions and activities are a valuable part of their language learning experience. While most of these activities will be free, sometimes there may be a small charge for some outside activities. The student agrees to pay these costs if they occur and if the student decides to participate.

11. Medical Insurance

Overseas Student Health Cover (OSHC) is compulsory for students on student visas. If SUN PACIFIC COLLEGE is not arranging the student's OSHC, the student must provide proof of currency.

12. Indemnity

When the student signs this form, the student understands that they release and indemnify SUN PACIFIC COLLEGE and all of its staff and agents from any responsibility for any loss, damage or injury to themselves or any of their property. Neither the student nor any executors or administrators will make any claims against SUN PACIFIC COLLEGE or its staff for any loss, damage, physical injury or death that occurs at the premises owned by SUN PACIFIC COLLEGE or on any transfer or recreational, sporting or educational excursion conducted or arranged by SUN PACIFIC COLLEGE.

13. Communication of Personal Information SUN PACIFIC COLLEGE will only use this information for the purposes of enrolling the student in their courses. Any information about the student which SUN PACIFIC COLLEGE has will be made available for them if they ask for it. However, the student understands that this information may also be given to Australian State or Federal departments or agencies, such as DHA, and to the Fund Manager of the ESOS Assurance Fund, if it is required by Australian law. At all times, SUN PACIFIC COLLEGE is bound to abide by the requirements of the Privacy Act (1988).

14. Change of Address and Contact Details

The student understands that they must advise SUN PACIFIC COLLEGE within 7 days of any change in their address or contact details during their course.

By signing this, it indicates that you have read and agreed above procedures and accept the conditions of enrolment and all policies.

Signature of Applicant (or parent): _____

Date: _____

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