

INTERNATIONAL STUDENT APPLICATION FORM

Canterbury Technical Institute - CRICOS Provider Code: 02938M, RTO Code: 31645

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CANTERBURY
TECHNICAL INSTITUTE

PLEASE COMPLETE THE APPLICATION FORM IN CAPITAL LETTERS & SIGN BOTH SIDES OF THE APPLICATION FORM

Personal details:

Family Name:
Date of Birth: / /
Citizenship:
Passport No:
Australian Visa No (If any):

Given Name:
Gender: Male Female
Telephone: Mobile:
Email:
Visa type: Expiry date:

Home country address:

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Address in Australia:

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.....

State: Country:

State: Postal code:

Note: If you apply through an approved Canterbury Technical Institute agent, all correspondence will be forwarded through that agent.

Do you have a disability, impairment or long term medical condition which may affect your studies? Yes No

Academic Program Selection:

- Diploma of Business - 6 months (26 weeks)** \$3,250
CRICOS Code: 063393A / Course code: BSB50207
- Advanced Diploma of Business - 6 months (26 weeks)** \$3,250
CRICOS Code: 063394M / Course code: BSB60207
- Diploma of Information Technology (Software Development) - 1 year (52 weeks)** \$7,500
CRICOS Code: 063392B / Course code: ICA50705



Course Commencement Date:

Year - 2012 Jan April July Sep / Oct
Year - 2013 Jan April July Sep / Oct

Level of English

Beginner Intermediate Advanced

Do you have any IELTS / TOEFL / Other (Specify) Score? If YES, what is the score:

Previous Education

High School College University Other (specify)

Accommodation & Airport Pickup

Do you want CTI to organise accommodation? Yes No If Yes, how many weeks?
Do you want an Airport Pickup service? Yes No If Yes, provide arrival details

Payment Details (All fees are in Australian Dollars)

Enrolment Fee: Accommodation
Tuition Fee (1st Instalment) Accommodation placement fee
Overseas student health cover Airport pickup
Other (specify)
Total Due on Enrolment

Declaration

I hereby declare that all information provided in this form is true, correct and to the best of my knowledge.
I have read, understood & accepted the terms and conditions of enrolment published in the Student Handbook posted on the CTI website (www.canterburyti.com.au -- "downloads" section).
I acknowledge that I have read the information contained in the student handbook. I understand that the information provided in this form may be provided to State & Commonwealth agencies and I consent to the release.

Signature:

Date:

P.S.: Please sign the terms & conditions printed on the reverse of this application form

Generic information for prospective students

Studying in Brisbane

Brisbane is one of the fastest growing cities of Australia. Our campus is conveniently located close to Railway Station, Central Bus Services and the centre of Brisbane City. Australia is one of the most culturally diverse countries in the world with migrants from more than 170 countries. Brisbane is a comparatively safe and clean city to live in. It offers a high standard of living, excellent health and educational facilities, and cosmopolitan shopping centres.

Living Expenses

Yearly living expenses in Australia are approximately from AUD\$18,000 plus 35% for each family dependant. (Note: School age dependants are required to pay tuition fees for their education in Australia).

Contact Hours/Terms

Study periods are divided into terms. Please contact the institute for detailed breakdown on terms for all qualifications. As per DIAC regulations, overseas students are required to study with a minimum of 20 contact hours per week on a full-time basis. CTI classes are Mon, Tue & Wed OR Wed, Thur & Fri. Student cannot choose class hours & days, and will have to abide to CTI's time & training schedule. Please note that all programs are in full-time mode and cannot be undertaken part-time or via distance education.

Recognition of Prior Learning

RPL is the process that recognises skills and experience you currently have regardless of where and when the learning occurred. To apply for Recognition of Prior Learning you will need to complete the RPL form, which can be requested by emailing to info@canterburyti.com.au. After completing the RPL form please scan and attach all your supporting evidence. RPL procedures are detailed in the RPL Application form. For further information on CTI's RPL process, please review, the student handbook posted on the website www.canterburyti.com.au under policies & procedures section.

Entry Requirements

Please refer to Entry requirements section on the front page.

Assessment Methods

CTI follows a combinations of methods for unit assessments. For example, direct observation, role-play, practical demonstration, written tests, essays, oral tests, projects, simulation & portfolios.

Disciplinary & Dismissal Procedures

An offence involving the breach of CTI's rules and regulations can lead to dismissal, even instant dismissal. For further information on CTI's disciplinary & dismissal process, please review, the student handbook posted on the website www.canterburyti.com.au under policies & procedures section

Complaint Handling Procedure

The CTI complaint process is made up of formal and informal academic and non-academic appeals processes. If you consider that the response to a disciplinary or misconduct decision is unsatisfactory or unfair you have the right to seek further recourse. For further information on CTI's complaints & appeals procedures, please review, the student handbook posted on the website www.canterburyti.com.au under "downloads" section

Facilities/Equipments

CTI campus is modern and well equipped according to the latest industry standards. CTI has a wide range of facilities which include specialised training rooms, computer laboratories and workshops fully-equipped with the latest equipment, appliances and tools to enhance the student learning experience.

Support Services

CTI offers a wide range of student support/welfare guidance services in both academic and personal areas.

These services are available free of charge to all enrolled students and include

- Orientation
- (overseas student health cover, ID cards, cultural adjustment, bank and financial institution services awareness, student visa conditions and requirements, library, student support services and others);
- Computing services
- Academic and personal counselling
- Awareness of medical and health services options;
- Learning support (language, numeracy, and literacy assistance)

CTI does not offer professional counselling service to students. The Manager student services (MSS) acts as a point of contact and offers support to students on matters and issues that fall within his capacity. However if the student needs professional counselling or support services, then DSS will seek or recommend professional counselling agency.

Accommodation

If student requires the Institute to arrange home stay or other types of accommodation the Student Services staff can be contacted for assistance.

- Hostel Approx AUD\$300-375/week
- Home stay Approx AUD\$375-420/week
- Shared Rent Approx AUD\$225-300 /week

CTI can arrange for airport pickup if advised prior to arrival in Australia

Refund Policy

As per ESOS Act 2000 and the ESOS Regulations 2001, a student will be given a full refund if C is unable to offer the course within 14 days of provider default.

- In event of visa refusal, Application fees (\$150) is not refundable.
- Refund on the basis of visa reject
- Accommodation Deposit and Airport Pick up fees are refundable if Visa is not granted.
- Tuition Fees, Overseas Students Health Cover are Refundable in full where:
- CTI is advised of the cancellation 28 days or more before course starts.
- Australian Embassy rejects a Visa application.
- Requests for refunds must be made in writing.
- CTI will send the refund to the accepted student unless otherwise instructed and authorized in writing.
- Tuition fee is not transferable to any other institution or student, but may be transferred to another course within CTI.
- If you withdraw from a course once it has commenced no refund of fees is given.
- In the unlikely event that CTI is unable to deliver your course in full, you will be offered a full refund of the tuition fees you have paid.
- If you have given misleading information to CTI approved agent, CTI and / or any commonwealth agencies of Australia, no refund will be given
- All refunds will be payable in the same currency in which the fees were paid. CTI will forward the refund to the applicant in his / her country of origin unless otherwise authorized in writing
- The normal processing of a refund will be done within 4 weeks.
- All approved refunds in those cases where fees are paid from overseas are made payable to and sent to the student in his/her country of origin.
- A student dissatisfied with the refund decision handed by CTI has the right to pursue other legal remedies, which includes independent complaints & appeals handling services provided by a mediation company appointed by CTI.
- Under compassionate circumstances such as bereavement (e.g. family death) CTI will make the decision of a refund on student's application within 28 days.
- This agreement does not remove the right to take further action under Australia's consumer protection laws.
- CTI will give the student a refund statement that explains how the amount has been worked out.
- Students will be advised of this policy before any payment is given to CTI. CTI will not accept any payments from an overseas student or intending overseas student unless the student has received a copy of this refund agreement.

Course Progress policy

Students are expected to achieve a minimum of 50% pass rate in every term. For further information on CTI's academic progress process, please review, the student handbook posted on the website www.canterburyti.com.au under "downloads" section.

Privacy

Your right to privacy is important to CTI and all personal information collected about you is treated as confidential. This statement applies to the collection any personal information we collect on you. You may request access at any time to information we hold about you and ask us to correct it if you believe it is inaccurate, incomplete or out of date. We will only disclose your personal information if you request us to do so in writing, or where the law permits us to do so (Commonwealth and State agencies Including DETA and the Fund Manager of the ESOS Assurance Fund). In these circumstances, the minimum amount of information required or requested will be disclosed. For further information on CTI's privacy policies process, please review, the student handbook posted on the website www.canterburyti.com.au under "downloads" section.

Transfer between providers

CTI will not authorise student transfer prior to the student completing 6 months of their principal course. Students who have studied longer than this period can apply as normal and no letters of release need to be sighted or produced. For further information on CTI's provider transfer policies, please review, the student handbook posted on the website www.canterburyti.com.au under policies & procedures section

"I declare that the information supplied on and with, this enrolment form is true, complete & to the best of my knowledge. I agree to abide by the above mentioned conditions and consent to the disclosure of personal information as detailed above."

Name: _____ Date: _____

Sign: _____