



# International Student Application Form

## White Card Program (On-Site Training)

### 1. PERSONAL DETAILS

Mr  Mrs  Miss  Ms  Other:  Gender:  Male  Female Date of Birth (dd/mm/yyyy): \_\_\_\_/\_\_\_\_/\_\_\_\_

Family name:  Given Names:

Nationality:  Country of Birth:  Passport number:

Australian Address:  Suburb:  Postcode:

Email:  Home Phone:  Mobile Number:

Unique Student Identifier (\*USI):

\*If you do not have a USI number, please register for on at <https://www.usi.gov.au/students> . If you unable to provide the USI number during your study, Liberty International College is unable to provide you with your completion certificate until you provided us with your USI.

### 2. ENGLISH PROFICIENCY LEVEL (please provide documentary evidence)

Have you taken an English test in the last 2 years?

Yes, I have taken a recognised English language test in the past 2 years (e.g. IELTS, TOEFL, PTE) :*(please attach evidence)*

If Yes, type of test:  Date of Test (dd/mm/yyyy):  Overall Score:

### EDUCATION HISTORY

Are you currently enrolled at another institution in Australia?

Yes, Which institute:  Program:

No. Name of institution:  Name of Qualification:

Year Started:  Year Completed:  Highest Year of Education:

### 3. REQUEST FOR DISABILITY SUPPORT

Do you require disability support?

No

Yes. If yes, please provide details:

If you are requesting disability support and have a disability that may affect your learning (e.g. hearing, or vision impairment, health, mobility, etc.) please provide official supporting documentation (in English) about the nature of your disability and the impact it will have for your education in Australia.

### 4. COURSE & INTAKE DATE SELECTION (Please select one intake date only)

#### CPCWHS1001 Prepare to work safely in the construction industry

Intake Date 2019
<input type="checkbox"/> Friday 26/04/2019; Class time 9am-5pm
<input type="checkbox"/> Thursday 30/05/2019; Class time 9am-5pm
<input type="checkbox"/> Thursday 27/06/2019; Class time 9am-5pm
<input type="checkbox"/> Thursday 25/07/2019; Class time 9am-5pm
<input type="checkbox"/> Thursday 29/08/2019; Class time 9am-5pm
<input type="checkbox"/> Thursday 26/09/2019; Class time 9am-5pm
<input type="checkbox"/> Thursday 31/10/2019; Class time 9am-5pm
<input type="checkbox"/> Thursday 28/11/2019; Class time 9am-5pm



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### 5. REFUND POLICY

I have read and understood the Conditions of Enrolment and International Student Refund Policy on the Liberty College website.

### TERMS & CONDITIONS

- No refund will be made if a student is expelled for misconduct or their visa is cancelled by the Australian government.
- Applications for a refund must be made to the Principal in writing.
- Tuition fees are refunded in full where:
  - we are advised of the cancellation in writing 3 days or more before a course starts.
  - A visa application is rejected by the Department of Home Affairs.
- Notices of cancellation are not effective until written notification and evidence documents is received by us.
- If a student cancels his/her course less than 3 days before commencement date, a cancellation fee of 50% will apply to the total tuition cost, where the course has been paid in full upfront.
- If a student cancels his/her course at least 3 days before the next payment date, no further tuition fees will be charged.
- Refund in full will be given only if:
  - the course does not start on agreed day, or
  - the course ceased to be provided at any time after its starts but before its completed, or
  - the course is not provided in full because a sanction has been imposed on the provider.
- Visa rejection refunds require:
  - a copy of the visa rejection notification from the Department of Home Affairs;
  - the Liberty International College's Refund Request Form.
- All refunds are made in Australian Dollars and will be paid within 4 weeks (28 days) of receiving a written claim.
- All refunds are made payable to and sent to the student in his/her country of origin.
- Bank charges are deducted for refunds made by bank draft or electronic transfer.
- We will provide a statement to students that explain how the refund amount has been worked out.
- Tuition fees are not transferable to another person or institution but may be transferred to another course within our college.
- If we are unable to provide a refund or place you in an alternative course our Tuition Protection Service (TPS), will place you in a suitable alternative course at no extra cost to you.
- Finally, if Liberty Construction College cannot place you in a suitable alternative course, the ESOS Assurance Fund Manager will attempt to place you in a suitable alternative course or, if this is not possible, you will be eligible for a refund as calculated by the Fund Manager.

### EMERGENCY CONTACT

Name:

Relationship to Student:

Address:

Phone No:

Email:

### ENROLMENT CHECKLIST

**(Enrolment will not be created until all the below documents are received)**

- Signed and Completed Application Form
- Copy of Passport and current visa
- Current Student ID Card
- English Proficiency
- USI Number

### REPRESENTATIVE'S STAMP (If applicable)

*We do not accept any students under 18 years of age in any courses offered.*

### 6. STUDENT DECLARATION

How did you hear about us?

Internet  Seminar  Other   Agent (please specify):

I have read fully and understand and accept the Terms and Conditions of Enrolment detailed on this form.

Student's Signature:

Date (dd/mm/yyyy):