



Howayek Blessings Limited trading as
SAINT MAROUN'S COLLEGE

194 Wardell Road, Marrickville NSW 2204; Tel (02) 9559 2434
Email: info@stmarouns.nsw.edu.au Web: www.stmarouns.nsw.edu.au
ABN: 34635357087 CRICOS: 03814D

INTERNATIONAL STUDENT APPLICATION FORM

All fields must be completed using **BLOCK LETTERS**. Please **tick** (✓) boxes where appropriate.

Applicants must include a **CERTIFIED COPY** of the following documents:

- Birth Certificate or Family Register
- Student Passport and Parent/Guardian Passport
- Student Visa (E-Visa/ Passport visa page)
- Parent/Guardian Driver's License and/or National Identity Card
- Baptismal Certificate/Religious documentation
- Police Check of Guardian (*Name and date of birth check only*)
- Academic Records
- Overseas Student Health Cover (OSHC) card
- Administration Fee of \$300.00 (*non - refundable upon submission of application form*)

Please Note: Payable upon receipt of a 'Letter of Offer' for enrolment, a payment of \$1200 non-refundable fee will be required for an electronic Confirmation of Enrolment (eCOE).

Please refer to the *St. Maroun's College International Student Handbook* for all policies and procedures on College website.

ENROLMENT DETAILS

Courses: Primary School Kindergarten Year 1 Year 2 Year 3 Year 4 Year 5 Year 6
Junior Secondary School Year 7 Year 8 Year 9 Year 10
Senior Secondary School Year 11 Year 12

Intended Start Date: Term 1 Term 2 Term 3 Term 4 Year: _____

Do you wish to attend an *ELICOS High School Preparation* course prior to enrolment?* Yes No

**ELICOS High School Preparation courses are offer by an external CRICOS Provider. It is NOT a compulsory requirement for enrolment. Additional costs do apply.*

Have you completed any English Intensive Language Course or Private ELICOS College?* **Please provide documentation*

STUDENT DETAILS

Family Name: _____ First Name/s: _____ Preferred Name: _____

Date of Birth: _____ Gender: M / F Country of Birth: _____ Nationality: _____

Home Address: _____

Home Phone No.: _____ Mobile: _____ Other: _____

Email: _____

Religion: _____ Language(s) spoken at home: _____

*It is a condition of enrolment that any change to students' personal details (change of address, guardianship and/or emergency contact) is immediately notified to the College in writing within **three (3) business days**. Failure to do so may result in the cancellation of enrolment and may have an adverse effect on their Visa.*

ARRIVAL / VISA DETAILS

Intended arrival into Australia: _____ Flight Details: _____

Do you require transport from the airport? Yes No

Passport No.: _____ Country of Issue: _____ Expiry date: _____

Do you have a current Australian (DHA approved) VISA? Yes No

Visa type: 500 Student Expiry Date: _____

Temporary Resident Visa Class/ Sub Class: _____ Expiry Date: _____

Permanent Resident Visa Class/ Sub Class: _____ Expiry Date: _____

Other _____

Are you applying for a Visa? Yes No

Do you require a **CAAW** from St. Maroun's College? Yes No

Preferred mailing address for correspondence relating to the student: Parent Guardian Agent

PARENTAL DETAILS

FATHER

Title : _____ Family Name: _____ First Name/s: _____

Date of Birth: _____ Country of Birth: _____ Nationality: _____

Home Address: _____

Home Phone No.: _____ Mobile: _____ Other: _____

Email: _____

Religion: _____ Occupation: _____ Language(s) spoken: _____

MOTHER

Title : _____ Family Name: _____ First Name/s: _____

Date of Birth: _____ Country of Birth: _____ Nationality: _____

Home Address: _____

Home Phone No.: _____ Mobile: _____ Other: _____

Email: _____

Religion: _____ Occupation: _____ Language(s) spoken: _____

Which method of communication would you prefer? Telephone Email Mail Skype

Do you require an English Translator? Yes No

EMERGENCY CONTACT

Please nominate a person (over 21 years of age) that may be contacted in the event of an emergency if the guardian and/or parent/s cannot be contacted.

Family Name: _____ First Name/s: _____ Preferred Name: _____

Date of Birth: _____ Gender: M / F Country of Birth: _____ Nationality: _____

Address: _____

Home Phone No.: _____ Mobile: _____ Relationship to student: _____

ACCOMMODATION AND WELFARE

It is a condition of enrolment that ALL international students under 18 years of age and/or older must have appropriate accommodation and welfare arrangements for the period of study in Australia approved by the College.

Parents must nominate ONE (1) of the following accommodation and welfare arrangements:

- An approved Department of Home Affairs (DHA) relative to provide accommodation and welfare.
*Compulsory for students applying for Kindergarten to Year 6.
- A nominated person over 21 years of age residing in NSW to provide accommodation and welfare. I request that St. Maroun's College approves these arrangements as the welfare provider. *Only available for students in Years 7 to 12.

GUARDIAN DETAILS

First Name/s: _____ Family Name: _____ Preferred Name: _____

Date of Birth: _____ Gender: M / F Country of Origin: _____ Nationality: _____

Address: _____

Mailing Address: _____

Home Phone No.: _____ Mobile: _____ Other: _____

Email: _____ Relationship to the student: _____

Religion: _____ Language(s) spoken at home: _____ Translator Required: Y / N

Are you the legal guardian of the student wishing to enrol at the College? _____

Will the student be residing at your home address?* YES NO* *If 'NO' please complete homestay details below.

HOMESTAY DETAILS

Homestay carers must complete a POLICE CHECK and maintain a satisfactory condition of living for the student. Please refer to the 'Requirements of Homestay Carer' in the International Student Handbook.

First Name/s: _____ Family Name: _____ Preferred Name: _____

Date of Birth: _____ Gender: M / F Country of Origin: _____ Nationality: _____

Home Address: _____

Home Phone No.: _____ Mobile: _____ Other: _____

Email: _____ Relationship to the student: _____

Religion: _____ Language(s) spoken at home: _____ Translator Required: Y / N

Residency type: House Unit/Apartment town house No. of people residing on the premises: _____

Homestay Company Name: _____ Contact Person Name: _____

Telephone No.: _____ Do you agree to have regular home inspections? YES NO

MEDICAL DETAILS

It is a condition of enrolment that all international students have a valid Overseas Student Health Cover (OSHC) for the length of their Visa.

Do you have Overseas Student Health Cover (OSHC)? YES NO*

Health Fund: _____ Membership No.: _____ Expiry Date: _____

Do you have a Medicare Card? Yes No

Medicare Number: _____ Title/Number/Position: _____ Expiry Date: _____

Does the student have any disabilities or medical conditions? Yes No *If 'yes' supportive documentation required.*

(E.g. allergies to nuts, penicillin, bee stings or asthma management.)

I, the parent and/or guardian of the above student, give permission for St. Maroun's College to authorise any medical steps, which may become necessary as a result of any accident occurring at the College or at functions/excursions organised by the College if I cannot be contacted before any such treatment is deemed necessary by proper medical authorities.

Father Signature: _____ Mother Signature: _____

STUDENT EDUCATION HISTORY

Previous School Name: _____ Year Level completed: _____ Leave Date: _____

Reason/s for leaving previous school: _____

To your knowledge, is there anything in the student's history or circumstances (including medical history) which might present risk of any type to the student, other students and/or staff at the College? YES NO

Has the student had any past history of violent behaviour? YES NO

Has the student ever been suspended or expelled from any previous school? YES NO *If 'YES', was it for (please tick below)*

Physical violence Illegal drugs Possession of weapon/s threats of violence or intimidation others

Other: _____

Do you have any siblings currently/previously enrolled at the College? YES NO *If 'YES', please provide details.*

First Name	Family Name	Year Graduated	Year Level Completed

EDUCATION AGENT DETAILS

Are you applying through an education Agent? YES NO

Agent Name: _____ Agent ID Number: _____
Company Name: _____ Company Registration Number: _____
Address: _____ Country: _____
Telephone No.: _____ Fax No.: _____ Other: _____
Email: _____

I confirm that I have briefed the applicant and parents on the contractual agreement relating to the application and all due necessary policy and procedure including providing the applicant with relevant information relating to the ESOS Act 2000 and the National Code 2007.

Agent Name: _____ Signature: _____ Date: _____
Father Name: _____ Signature: _____ Date: _____
Mother Name: _____ Signature: _____ Date: _____
Student Name: _____ Signature: _____ Date: _____

STUDENT PROFICIENCY

Please answer the following question in the space provided.

Why should you be considered for enrolment at St. Maroun's College?

You may include information about your personality, past historical events/activities, beliefs, skills, talents, abilities, interests and goals.

CONDITIONS OF ENROLMENT – CONTRACTUAL AGREEMENT

Please read the following conditions of enrolment carefully and note that once this agreement is signed in “good intention” and in accordance with The ESOS ACT 2000, the College will deem this to be a legally binding contract of enrolment.

1. I/We have read and agreed to the conditions within the *St. Maroun’s College International Student Handbook* (found on the College’s website – www.stmarouns.nsw.edu.au) in particular the following:

- College Enrolment Policy and procedures
- College Uniform and Grooming Policy and procedures
- College Attendance Policy and procedures
- College Academic Course Progress Policy and procedures
- College Welfare Policy and procedures including Critical Incident Policy and procedures
- College Schedule of Fees and Charges including Refund Policy and procedures
- College Transfer, Deferral, Suspension or Cancellation Policy and procedures
- College Grievances and Appeals Policy and procedures

2. I/We declare and understand that the information given on this application of enrolment is true and correct and will be updated whenever necessary (via parent/caregiver/guardian) through written correspondence.
3. I/We have included the **\$300** administration fee with this application and I/we understand that this money is non-refundable if the application is unsuccessful.
4. I/ We understand that upon the successful application, I/We agree to honour **ALL** financial commitments (*College Schedule of Fees and Charges including Refund Policy*) as well as any additional payments related to the education of the student.
5. I/We understand and agree to support the participation of the student in the religious life of the College including College liturgies, retreats and other religious programs and/or activities.
6. I/We understand that upon the successful application, the College may require the student to access an Intensive Language Centre for English or High School Preparation Course before entry into the College.
I/We understand that the College will assess the student’s need for intensive English tuition and may require successful completion of an English tuition course or High School Preparation Course prior to College commencement. I/We understand and agree that an additional cost must be paid (*which will be discussed on/at enrolment*) before accessing the Intensive Language Centre for English or High School Preparation Course.
7. I/We give consent to the publication of our child’s photo/s, which may be used for the College publications for the purpose of promoting the school as per the Conditions of Enrolment.
8. I/We have read **ALL** of the information in this application for enrolment package and have read and understood the College policies and procedures outlined in the *St. Maroun’s College Handbook for International Students*.
9. I/We understand that if any misleading information (*both negligently and inappropriately*) has been provided, or any omission of significant fact/detail made in this application for enrolment, acceptance will **NOT** be granted; or if discovered after acceptance the enrolment may be **cancelled** and may result in an official notification to Immigration and adverse affect on the students’ visa.

Father Name: _____ Signature: _____ Date: _____

Mother Name: _____ Signature: _____ Date: _____

Student Name: _____ Signature: _____ Date: _____

PLEASE FORWARD COMPLETED APPLICATION TO:
INTERNATIONAL STUDENT DEPARTMENT
194 Wardell Road Marrickville NSW 2204
T: 61 2 9559 2343
M: 61 451 114 811
E: internationals@stmarouns.nsw.edu.au

International Student Schedule of Fees

Primary School (Years K – Year 6)

St. Maroun’s College accepts enrolments for Full Fee Overseas Students. These students need a **Student Visa** (Subclass 500) to study in Australia.

A *Letter of Offer* is required from the College before a Student Visa can be issued from the *Department of Home Affairs* (DHA).

To qualify for a *Letter of Offer*, the student must complete an *International Student Application Form* with all certified documents attached and payment of **HALF** of the Schedule of Fees PRIOR to the commencement of studies.

International students are required to have:

- *Overseas Student Health Cover* (OSHC) from an approved Australian Government Fund for the length of the Visa period
- *Confirmation of Appropriate Accommodation/Welfare* (CAAW) letter from the College if the student is under 18 years of age and not living with a parent or DHA approved nominated relative
- Access to sufficient funds to assist with the daily living costs in Australia

SCHOOL FEE ITEMS	FEE (\$AUD)
Administration Fee (NON-REFUNDABLE)	\$300.00
Confirmation of Enrolment Fee (NON-REFUNDABLE)	\$1,200.00
College Tuition Fees (PER SEMESTER) <i>INCLUSIVE OF THE FOLLOWING:</i> <ul style="list-style-type: none"> • Building Levy • Subject resource Fee • Sports Resource Fee • ICT Resource Fee 	\$8,000.00

Junior Secondary School (Years 7 – 10)

St. Maroun’s College accepts enrolments for Full Fee Overseas Students. These students need a **Student Visa** (Subclass 500) to study in Australia.

A *Letter of Offer* is required from the College before a Student Visa can be issued from the *Department of Home Affairs* (DHA).

To qualify for a *Letter of Offer*, the student must complete an *International Student Application Form* with all certified documents attached and payment of **HALF** of the Schedule of Fees PRIOR to the commencement of studies.

International students are required to have:

- *Overseas Student Health Cover* (OSHC) from an approved Australian Government Fund for the length of the Visa period
- *Confirmation of Appropriate Accommodation/Welfare* (CAAW) letter from the College if the student is under 18 years of age and not living with a parent or DHA approved nominated relative
- Access to sufficient funds to assist with the daily living costs in Australia

SCHOOL FEE ITEMS	FEE (\$AUD)
Administration Fee (NON-REFUNDABLE)	\$300.00
Confirmation of Enrolment Fee (NON-REFUNDABLE)	\$1,200.00
College Tuition Fees (PER SEMESTER) <i>INCLUSIVE OF THE FOLLOWING:</i> <ul style="list-style-type: none"> • Building Levy • Subject resource Fee • Sports Resource Fee • ICT Resource Fee 	\$9,000.00

Please note:

- Prices are subject to change at the discretion of the College
- The administration fee is a non-refundable once only payment upon enrolment
- New enrolments must pay **HALF** the Schedule of Fees **PRIOR** to the commencement of studies
- All Schedule of Fees must be finalised in **FULL PRIOR** to the commencement of studies for Semester Two (Term 3) for each year
- The annual College tuition fee is calculated over four (4) terms
- The Schedule of Fees is **INCLUSIVE** of all course based fees
- The Schedule of fees is **EXCLUSIVE** of textbooks, exercise books costs, school uniform and associated items, retreats, camps and excursions.

Please refer to the **St. Maroun's College Refund Policy for International Students** detailed in the *St. Maroun's College International Student Handbook* available on the College website.

Senior Secondary School (Years 11 - 12)

St. Maroun's College accepts enrolments for Full Fee Overseas Students. These students need a **Student Visa** (Subclass 500) to study in Australia.

A *Letter of Offer* is required from the College before a Student Visa can be issued from the *Department of Home Affairs* (DHA).

To qualify for a *Letter of Offer*, the student must complete an *International Student Application Form* with all certified documents attached and payment of **HALF** of the Schedule of Fees **PRIOR** to the commencement of studies.

International students are required to have:

- *Overseas Student Health Cover* (OSHC) from an approved Australian Government Fund for the length of the Visa period
- *Confirmation of Appropriate Accommodation/Welfare* (CAAW) letter from the College if the student is under 18 years of age and not living with a parent or DHA approved nominated relative
- Access to sufficient funds to assist with the daily living costs in Australia

SCHOOL FEE ITEMS	FEE (\$AUD)
NSW Education Standards Authority (NESA) Fee	TBA
Administration Fee (NON-REFUNDABLE)	\$300.00
Confirmation of Enrolment Fee (NON-REFUNDABLE)	\$1,200.00
College Tuition Fees (PER SEMESTER) <i>INCLUSIVE OF THE FOLLOWING:</i> <ul style="list-style-type: none"> • Building Levy • Subject resource Fee • Sports Resource Fee • ICT Resource Fee 	\$10,000.00

Please note:

- Prices are subject to change at the discretion of the College
- The administration fee is a non-refundable once only payment upon enrolment
- New enrolments must pay HALF the Schedule of Fees PRIOR to the commencement of studies
- All Schedule of Fees must be finalised in FULL PRIOR to the commencement of studies for Semester Two (Term 3) for each year
- The annual College tuition fee is calculated over two (2) semesters
- The Schedule of Fees is INCLUSIVE of all course based fees
- The Schedule of fees is EXCLUSIVE of textbooks, exercise books costs, school uniform and associated items, retreats, camps and excursions.

Please refer to the **St. Maroun's College Refund Policy for International Students** detailed in the *St. Maroun's College International Student Handbook* available on the College website.

Additionally, there will be a compulsory cost for YEAR 12 students issued from the NSW BOSTES to be eligible for the Higher School Certificate (HSC) Examination. The cost and payment for this will be mailed out mid year as a separate invoice. Failure to pay this fee will result in the student NOT receiving a Higher School Certificate (HSC) result or the Australian Tertiary Admission Ranks (ATAR).

If you have any further queries please contact the International Student Coordinator (K-12) on the contacts below.

International Student Payment of Application Fee, COE Fee or College Fees

Credit Card payment

- Credit Card payment (VISA/MasterCard accepted)

Student Name: _____ Year Level: _____ Date: _____

Course: Primary School (PS) Junior Secondary School (JS) Senior Secondary School (SS)

Master Card Visa Card Expiry Date / Amount \$

Card Number: CCV #

Cardholder's Name: _____ Signature: _____

Agent's Name: _____ Signature: _____