

Korowal School



Enrolment Contract

This agreement dated 20.....
is made between Korowal School Limited, ABN 91001581693 (“the School”) of 54 Hall Parade
Hazelbrook, New South Wales, Australia and

.....and.....(“the Parents) of

.....(“the Student”) of

.....(address)

1. Enrolment

By signing this contract, the Parents have accepted the School's offer of a place for the Student at the School.

2. Course enrolled

(to be specified according to the enrolled course)

3. Period of Enrolment

The Student's enrolment at the School will start on
 (“the commencement date”) and continue for a period *(to be specified according to the enrolled course)*

4. Course Delivery

All courses will be delivered consistent with the registration requirements of the New South Wales Board of Studies

5. School Rules

The Parents agree to be bound by the School rules and by the authority of the School Council and the Principal.

6. Code of Conduct

The Parents acknowledge that:

- a. the *International Student Program Code of Conduct for Students* (“the Code of Conduct”) forms part of this contract and agree to be bound by the Code of Conduct For Students and to any variations to the Code of Conduct as agreed by the School Council from time to time; and Principal.
- b. Should the Student breach any of the provisions of the Code of Conduct, the School, in its absolute discretion, may terminate the enrolment and send the Student home at the Parent's expense.

7. School Fees

- a. The Parents must pay the School a fixed school fee of Australian Dollars \$ (to be specified in relation to the course enrolled) per annum.
- b. These fees are payable annually, in advance, by the commencement date and, in subsequent years, by the start of the first term of the academic year.
- c. The parents agree to pay these fees in advance and acknowledge that there will be no refund, in whole or in part, if the Student is absent from School due to illness, leave or suspension.
- d. Please note – fees and levies are reviewed annually and are subject to change. The school will advise you in writing of any changes that occur as a result of the annual review

8. Other Expenses

- a. The Parents must pay the cost of all other expenses incurred by the School on behalf of the Student. The other expenses include, but are not limited to, the cost of: extra activities undertaken by the Student such as sport, excursions and camps; text books, pens, pencils, stationery etc.
- b. The parents acknowledge that the cost of excursions or camps will not be refunded, in whole or in part, if the Student is absent from them due to illness, leave or suspension.

9. Home Stay Arrangements

- a. The School will arrange for home stay accommodation to be provided to the Student at a cost of Australian Dollars \$250 per week. The cost of the home stay accommodation will be reviewed at the commencement of each academic year and the Parents agree to pay any increases in the cost of the accommodation that the School may, in its absolute discretion, determine.
- b. The home stay fees are payable in advance. A proportion of the home stay fees may, in the School's discretion, be refunded if the Student's enrolment is withdrawn or terminated during the academic year.
- c. The School will charge Australian Dollars \$150 for the initial placement in a home stay and for the initial pick up from Sydney Airport.

10. Medical Insurance

- a. The Parents must pay the School a fee of approximately Australian Dollars \$400 per

annum for Medical Insurance for the Student.

11. Deposit

- a. The Parents acknowledge that a deposit of Australian Dollars \$ (*to be specified in relation to the course enrolled and use of Homestay facilities*) is due and payable to the School before the commencement date.
- b. The School may refund the deposit to the Parents when the Student's enrolment ends provided all outstanding fees and charges have been paid to the School.
- c. The deposit will be forfeited by the Parents, at the School's absolute discretion, if:
 - i. the Student is withdrawn without at least one term's notice being given in writing to the School; or
 - ii. the Student is withdrawn in order to complete his or her schooling at another school, even if one term's notice is given; or
 - iii. any breaches of this contract or the Code of Conduct are made by either the Parents or the Student which results in the school terminating the enrolment of the Student.
 - iv. any breach of visa conditions resulting on the cancellation of the visa

12. Up front payment

The Parents agree that, before the commencement date, they will pay to the School for the credit of their account an amount which shall be at least Australian Dollars \$ (*to be specified in relation to the course enrolled and use of Homestay facilities*) being the total of:

- a. Australian Dollars \$ (*to be specified in relation to the course enrolled*) School fees for one full academic year;
- b. Australian Dollars \$1,000 Non-refundable deposit (once only payment);
- c. Australian Dollars \$250 per week being for home stay fees for one full academic year (*as applicable*);
- d. Australian Dollars \$1,500 on account of other charges and expenses including examination fees (Senior students only);
- e. Australian Dollars \$400 annual medical insurance fee; and
- f. Australian Dollars \$150 initial home stay placement fee. (*as applicable*)

13. Termination

- a. Except in the case of conduct that the School, in its absolute discretion, decides warrants immediate termination of the Student's enrolment, each party must give the other one term's notice of their intention to terminate the enrolment.
- b. If the Parent fails to give one term's notice to the School, they must pay to the School an amount equal to one term's fees.
- c. The School does not have to refund any fees if it terminates the Student's enrolment pursuant to clause 13a.

14. Refund of fees

Subject to all other provisions of this contract, if the Parents terminate the Student's

enrolment by giving proper notice, the School may, in its absolute discretion, refund to the Parents fees paid in advance but no refund will be granted for the academic term during which the termination occurs.

15. Country of Jurisdiction

This agreement is governed by the laws of New South Wales and of Australia and any dispute in relation to any part, or all, of this agreement will be determined with reference to the laws of New South Wales and Australia. Further 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.

16. Notice

- a. Any notice that is required to be served by the Parents under this agreement must be sent to: The Principal, Korowal School, PO Box 561, Hazelbrook NSW 2779, Australia
- b. Any notice that is required to be served by the School under this agreement must be sent to the address provided on *Document 7D – International Student Enrolment Information*.

17. Medical Treatment

- a. The Parents consent to the School:
 - i. Seeking medical attention by calling an ambulance if the Student is sick or injured and, in the opinion of the School staff, is in need of medical treatment;
 - ii. Giving Panadol to the Student where, in the opinion of the School staff, it is necessary;
 - iii. Authorising medical treatment for the Student which is considered necessary by a consulting doctor including surgery and the administration of anaesthetic.
- b. If the Student is in need of medical treatment, the School will endeavour to contact the Parents as soon as is practicable.

18. School's care of Students

The Parents acknowledge that:

- a. The School seeks to maintain an environment that is safe for all students and in which learning can take place;
- b. The Principal or the Principal's nominee may:
 - i. search the Student's bag, locker or other possessions;
 - ii. discipline the Student for breaches of the School rules or unacceptable conduct occurring in, or associated with, the School by detention or extra activity and, in aggravated cases, by suspension or dismissal.

19. Compulsory activities

The parents acknowledge that:

- a.** the School may determine which particular courses and activities will be offered and/or provided at any time and which of these courses and activities are compulsory; and
- b.** all students must attend annual camps.

20. Personal Information and Privacy

The School is required to share some personal information about students with the Australian Government and its designated authorities. This information includes personal and contact details, course enrolment details and changes, and the circumstance of any suspected breach by the student of a student visa condition.

Further information about Privacy matters is contained in the attached *Korowal School Privacy policy*. It is a condition of enrolment that this document be read and signed as appropriate.

21. Student's travel home

The Parents acknowledge that the Student may only travel back to their home country during the term breaks.

22. Residential address

Parents are advised that they must notify the School of a change of address while enrolled in the course.

23. Completion of School

The Parent acknowledge that, by signing this contract, they intend the Student to complete his or her school life at the School unless unforeseen circumstances arise.

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Name of Mother

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Signature of Mother

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Dated

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Name of Father

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Signature of Father

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Dated

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Mark Thomas
Principal
on behalf of Korowal School

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Dated