

## GENERAL ENGLISH COURSES

1 - 11 weeks \$410/wk	12 - 23 weeks \$405/wk
24 - 35 weeks \$400/wk	36 - 48 weeks \$395/wk
One-to-One Tuition \$135/hr	

## NEW GENERATION ENGLISH / IELTS PREPARATION (EVENING)

1 - 23 weeks \$230/wk	24 - 48 weeks \$220/wk
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## CAMBRIDGE EXAMINATION COURSE

### CERTIFICATE OF ADVANCED ENGLISH (CAE)

6 week course \$2460 (tuition) + \$450 (program fee)	\$2910
<i>Note: Program fee includes examination fee and materials.</i>	

## ACADEMIC ENGLISH PROGRAMS

### ENGLISH FOR ACADEMIC PURPOSES (EAP)

1 - 11 weeks \$420/wk, 12 - 23 weeks \$415/wk	
24 - 35 weeks \$410/wk, 36 - 48 weeks \$405/wk	
+ Academic Service & Materials fee	\$425

### HIGH SCHOOL PREPARATION (12 - 17 Years)

1 - 11 weeks \$420/wk, 12 - 23 weeks \$415/wk	
24 - 35 weeks \$410/wk, 36 - 48 weeks \$405/wk	
+ Academic Service & Materials fee (1 - 23 wks)	\$475
+ Academic Service & Materials fee (24 - 48 wks)	\$500

*Phoenix Academy offers a comprehensive placement service at both Non-Government and Government High Schools*

### YOUNG LEARNERS PROGRAM (6 - 11 Years)

1 - 11 weeks \$465/wk, 12 - 23 weeks \$460/wk	
24 - 35 weeks \$455/wk, 36 - 48 weeks \$450/wk	
+ Academic Service Fee (1 - 23 wks)	\$475
+ Academic Service Fee (24 - 48 wks)	\$500

*Phoenix Academy offers a comprehensive placement service at both Non-Government and Government Primary Schools*

## HIGH SCHOOL HOLIDAY PROGRAM (12 - 17 Years)

### ENGLISH PLUS HOMESTAY

Short term English Tuition for students under 18 yrs of age.

1 week / \$1340	2 weeks / \$2025	3 weeks / \$2715	4 weeks / \$3405
<i>Fees inclusive of tuition, return airport transfer and homestay fees.</i>			

### ENGLISH PLUS RECREATION

1 week / \$715	2 weeks / \$1275	3 weeks / \$1840	4 weeks / \$2405
<i>Fees inclusive of enrolment, tuition and recreation fees.</i>			

### ENGLISH PLUS HOMESTAY & RECREATION

Short term English Tuition and recreation/tourist activities for students under 18 yrs of age.

1 week / \$1515	2 weeks / \$2375	3 weeks / \$3240	4 weeks / \$4105
<i>Fees inclusive of enrolment fee, tuition, return airport transfer, homestay fees and either 2 half day activities (~3hrs/activity) or 1 full day weekend activity.</i>			

## GROUP STUDY TOURS

1 to 4 week programs available	Quote on request
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## STUDY ABROAD

English plus a semester abroad at an Australian University	Quote on request
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## BUSINESS STUDY OPTIONS

English for Business Purposes (Dates on application)	\$410/wk
Global Business Skills (5 week modules)	\$280/wk
Executive Business Communications	
Full Time (26 hours) max group size: 3	\$3700/wk
Part Time (15 hours) max group size: 3	\$2150/wk

## WORK AND STUDY PROGRAMS

<b>GAP YEAR PROGRAM</b>	Quote on request
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### DIPLoma OF BUSINESS - WORK READY

Standard Diploma (22 weeks)	\$5300
Extended Diploma (33 weeks)	\$7680
Extended Diploma (44 weeks)	\$10600

*Four flexible intakes: Jan, Apr, Jul, Sep*

### WORKING HOLIDAY MAKER PROGRAM

6 -17 weeks General English	\$310/wk
6 -17 weeks New Generation English	\$220/wk
6 -17 weeks Global Business Skills	\$280/wk

### DEMI PAIR AND AU PAIR PROGRAM

Fees are determined by the length of study and the type of course studied. For study options and packages, please see brochure for more details. Length of study + \$800 (placement fee)

### INTERNSHIP PROGRAM

Study Component	as per course fees
Internship Component:	
Internship Application Fee	\$550
6 weeks \$1600, 12 weeks \$1700,	
18 weeks \$2100, 24 weeks \$2450	
408 Visa & Application Fees (if required)	\$775

### JOB CLUB

Job Club Fee	\$50
Job Club Gold Fee	\$500

## TEACHER TRAINING PROGRAMS

Cambridge CELTA 4wks (f/t)/10wks (p/t)	\$3300
Cambridge CELTA (early bird)	\$3100
Cambridge DELTA 8wks (f/t) Modules 1, 2 & 3 (Modules 1 & 2: \$4400; Module 3: \$1000)	\$5400

Teach Knowledge Test (TKT) (per module)	\$140
Customised Teacher Training	Quote on Request

## UNIVERSITY PATHWAYS

### DIPLoma OF BUSINESS (incorporates Cert IV in Business)

*Package this course with second year entry to Curtin, Edith Cowan or Murdoch University.*

Fast track - 6 mths (8 Units)	\$19900
Standard - 9 mths (8 Units)	\$19900
Extended - 12 mths (8 Units)	\$19900
Single Unit	\$2490

*Four flexible intakes: Jan, Apr, Jul, Sep*

### FOUNDATION STUDIES - CERT IV IN BUSINESS

*Package this course with first year entry to Curtin, Edith Cowan, Murdoch and also Monash University.*

6 mths	\$9950
9 mths	\$14925
12 mths	\$19900

*Four flexible intakes: Jan, Apr, Jul, Sep*

## ONLINE COURSES

Online English - 6 levels (Beginner to Advanced)	\$36/month
Online English for Specific Purpose (Hospitality, Business, IT, Health and Nursing)	\$36/month
Online IELTS Preparation (3 months)	\$112
Online TESOL	\$56/month

## Academic Service Fees

<b>Enrolment Fee</b> (non-refundable)	\$230 or \$240*
<b>Enrolment Fee New Gen English</b> (non-refundable)	\$130 or \$140*
* Including Phoenix Club Membership - Phoenix Club Membership entitles student to a wide range of discounts on food, entertainment and public transport.	
<b>Academic Service &amp; Materials fee</b>	\$425 - \$500
<b>Books (estimated budget)</b>	\$140 - \$150
<b>iPEPT (Internet Based Phoenix English Proficiency Test)</b>	\$60
<b>Airport Greeting Service</b>	\$130

## Public Holidays (School Closed)

New Years Day	Jan 1	Western Australia Day	Jun 4
Australia Day	Jan 26	Queens Birthday	Sep 24
Labour Day	Mar 5	Christmas Day	Dec 25
Good Friday	Mar 30	Boxing Day	Dec 26
Easter Monday	Apr 2	New Years Day	Jan 1 (2019)
ANZAC Day	Apr 25	School Closed	Dec 17 - Jan 1 (2019)

There is no reimbursement for Australian Public Holidays

## Homestay Fees

<b>Adult (18+)</b>	
Weekly fees	\$270/wk
Placement fee (once only)	\$250
<b>Teenager (Under 18 years)</b>	
Weekly fees for 13 - 17 years	\$300/wk
Weekly fees for 11 - 12 years	\$310/wk*
Placement fee (once only) for 13 - 17 years	\$310
Placement fee (once only) for 11 - 12 years	\$330
<b>Children (6 - 10 years)</b>	
Weekly fees	\$340/wk*
Weekly fees (including lunch Mon - Fri)	\$375/wk*
Placement fee (once only)	\$370
*plus compulsory Daily Transport Fee/week - 1 pax	\$130/wk
- 2 pax - same homestay	\$160/wk
Please note that acceptance of 6 to 12 year old students will be subject to availability of homestay families.	
<b>Local Carer Fee (Under 18 Years)</b>	\$250

## Overseas Student Health Cover (OSHC)\*

OSHC is a compulsory requirement for all Student Visa holders. Rate is payable according to length of Student Visa, not course.

0 to 3 mths	3 to 6 mths	6 to 9 mths	9 to 12 mths
TBA	TBA	TBA	TBA

Non-Student Visa Holders (OVHC) under the age of 49.

0 to 3 mths	3 to 6 mths	6 to 9 mths	9 to 12 mths
TBA	TBA	TBA	TBA

\* Please note prices are approximate (Provided by Allianz Global Assistance).

## Beatty Lodge

### On-campus Student Residence (Perth)

	per night	per week
Standard Single	\$55	\$346
Standard Twin Share (per person)	\$45	\$284
Double Room (per room 2 persons)	\$75	\$472
Dormitory-6 beds (per person)	\$30	\$189

## 2018 Academic Calendar

**START DATE** (Major Orientation intake dates) **Jan, 2** **Feb** **Mar** **Apr** **May** **Jun** **Jul** **Aug** **Sep** **Oct** **Nov** **Dec** **Jan, 2019**

<b>ALL LEVELS</b>	<b>General English / New Generation English - Evening Class</b> (1 to 48 weeks) Commencement every Monday											
	<b>English for Young Learners / English High School Preparation</b> (1 to 48 weeks) Commencement every Monday											
	<b>High School Holiday Program</b> Jan - Apr (Summer) (Commencement Every Monday)			<b>High School Holiday Program</b> Jul - Aug (Winter) (Commencement Every Monday)			<b>High School Holiday Program</b> Oct - Dec (Summer) (Commencement Every Monday)					
	<b>Study Tours</b> (Dates on Application)											
<b>INTERMEDIATE &amp; ABOVE</b>	<b>English for Business Purposes</b> (Dates on Application)											
	<b>Cert IV Academic English (EAP)</b> Commencement every Monday											
<b>UPPER INTERMEDIATE / ADVANCED</b>	<b>Cambridge CAE</b> Feb 5 - Mar 16 (6 wks)			<b>Cambridge CAE</b> Apr 30 - Jun 8 (6 wks)			<b>Cambridge CAE</b> Jul 16 - Aug 24 (6 wks)			<b>Cambridge CAE</b> Oct 22 - Nov 30 (6 wks)		
	<b>Foundation Studies</b> <b>Cert IV in Business</b> Jan 8 - Mar 23 (3 months)		<b>Foundation Studies</b> <b>Cert IV in Business</b> Apr 2 - Jun 15 (3 months)		<b>Foundation Studies</b> <b>Cert IV in Business</b> Jul 2 - Sep 14 (3 months)		<b>Foundation Studies</b> <b>Cert IV in Business</b> Sep 25 - Dec 7 (3 months)				Starts Jan 7, 2019	
	<b>Diploma of Business</b> Jan 8 - Mar 23 (3 months)		<b>Diploma of Business</b> Apr 2 - Jun 15 (3 months)		<b>Diploma of Business</b> Jul 2 - Sep 14 (3 months)		<b>Diploma of Business</b> Sep 25 - Dec 7 (3 months)				Starts Jan 7, 2019	
	<b>Global Business Skills</b> (5 wks) Jan 8 - Feb 9	<b>Global Business Skills</b> (5 wks) Feb 12 - March 16	<b>Global Business Skills</b> (5 wks) Apr 2 - May 4	<b>Global Business Skills</b> (5 wks) May 7 - Jun 8	<b>Global Business Skills</b> (5 wks) Jul 2 - Aug 3	<b>Global Business Skills</b> (5 wks) Aug 6 - Sep 7	<b>Global Business Skills</b> (5 wks) Sep 25 - Oct 26	<b>Global Business Skills</b> (5 wks) Oct 29 - Nov 30				
	<b>Teaching Knowledge Test (TKT)</b> (Dates on Application)											
<b>NATIVE LIKE FLUENCY IN ENGLISH</b>	<b>CELTA</b> Dec 27 - Jan 22 (4 wks full-time)		<b>CELTA</b> Jan 29 - Feb 23 (4 wks full-time)		<b>CELTA</b> Apr 30 - May 25 (4 wks full-time)		<b>CELTA</b> Jul 9 - Aug 3 (4 wks full-time)		<b>CELTA</b> Oct 1 - Oct 26 (4 wks full-time)		<b>CELTA</b> Nov 5 - Nov 30 (5 wks)	
	<b>CELTA</b> Jan 30 - Apr 7 (10 wks part-time)		<b>CELTA</b> Apr 24 - Jun 30 (10 wks part-time)		<b>CELTA</b> Aug 21 - Oct 27 (10 wks part-time)							
									<b>DELTA</b> Oct 1 - Nov 24 (8 wks full-time)			

PLEASE NOTE: All prices included in this document are in Australian Dollars and include GST where applicable.

DISCLAIMER: The information contained in this document was correct at the time of publication but the Academy reserves the right to make subsequent changes.

## PERSONAL DETAILS

Family Name

Given Name/s

Date of Birth  /  /  Male  Female  Other

Occupation

Education completed

Nationality

Passport number

Address in Home Country

Tel/Email

Address in Perth (if known)

Tel/Email

On what type of visa will you commence your course?  
(tick the boxes that apply to you)

Student  Visitor  Working Holiday  Other

Level of English

Beginner  Elementary  Pre-Intermediate  
 Intermediate  Upper-Intermediate  Advanced

Do you have an IELTS/TOEFL/iPEPT/other English Test Result?

## REQUESTED COURSES & DURATION

Commencement Date  (dd/mm/yy)

General English Course (GEC) (23 hrs/week)  weeks

New Generation Evening Classes (20 hrs/week)  weeks

English for High School Preparation (23 hrs/week)  weeks

Young Learners Program (23 hrs/week)  weeks

English for Academic Purposes (23 hrs/week)  weeks

Exam Courses\* (CAE) (23 hrs/week)  weeks

English for Business Purposes  weeks

Global Business Skills (20 hrs/week)  weeks

GAP Year Program  weeks

**Option:**  weeks

Working Holiday Maker Program  weeks

**Option:**  weeks

High School Holiday Program  weeks

**Option:**  weeks

Cert IV in Business (20 hrs/week)  months

Diploma of Business (20 hrs/week)  months

Work Options\* (Demi Pair / Au Pair / Internship / Job Club)  weeks

Other (please specify)

\*Prerequisite language requirements apply

## FURTHER STUDY IN AUSTRALIA

Will you take further study in Australia after your course?  
 Yes  No

Would you like Phoenix to arrange a place at a high school/university for you?  
 Yes  No

Do you have a preferred course of study after your English course?

## FEES

Enrolment Fee	\$ <input type="text"/>
Tuition weeks <input type="text"/>	\$ <input type="text"/>
Overseas Student Health Cover (Student Visa only)	\$ <input type="text"/>
Airport Meet & Greet Service	\$ <input type="text"/>
Accommodation Placement Fee	\$ <input type="text"/>
Accommodation Fee (4 wks in advance)	\$ <input type="text"/>
Other Fees (eg Academic Service, Exam Fees; Demi Pair placement)	\$ <input type="text"/>
<b>TOTAL</b>	\$ <input type="text"/>

\* Phoenix Club Card - entitles card holder to a wide range of discounts on food, entertainment, travel and retail.

Note: Estimated budget for text books is \$140-\$150

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## ACCOMMODATION & AIRPORT PICKUP

Do you require Airport Pickup? Yes  No

Do you want accommodation arranged for you? Yes  No

Homestay  Hostel/Hotel  Own arrangement

On-campus Student Residence (Single, Twin, Triple- specify)

Do you smoke?  Yes  No

Are you willing to live with a homestay family  
 with pets  with children under 5  with smokers

Are there any foods you do not eat?

What are your hobbies/interests?

Do you suffer from any medical condition? (please specify)

## CARE & SUPERVISION (UNDER 18 YEARS ONLY)

All students under 18 years of age must have an adult carer in Australia.

Do you need Phoenix to arrange a carer? Yes  No

If NO, you must provide your carer's details in Perth before arrival.

## DECLARATION

I,  declare that the information supplied in this application and supporting documentation is true and complete. I have read and understood the Terms & Conditions of Enrolment of Phoenix Academy and agree to these terms.

I understand that Phoenix Academy reserves the right to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information.

Privacy Statement: I understand that the information provided in this form will be used for the purposes of and in relation to my enrolment at Phoenix. Where the privacy principles apply, Phoenix restricts access to staff members who may need the information in carrying out their responsibilities in the academic and/or personal interest of the student. Phoenix does not provide, by commercial arrangement or otherwise, the personal information of students except in the following cases:

- when authorised in writing by the student to do so
- where required or authorised by law to government and regulatory authorities; credit reporting and fraud-checking agencies; or to your authorised representative (e.g. legal representative). Information provided may be made available to Commonwealth and State Agencies and the TPS Director of the Tuition Protection Service, pursuant to obligations under the ESOS Act 2000 and the National Code of Practice.

Student Signature:  Date:

Signature of the Parent/Guardian (if under 18 years)  Date:

*Representative Stamp*

# APPLICATION FORM (Part B)

## Terms & Conditions of Enrolment

### HOW TO ENROL

- Send your completed **Application Form** to our representative in your country or direct to:  
The Registrar, Phoenix Academy  
PO Box 256, Leederville 6903, Western Australia  
**Or fax or email to:** The Registrar, +61 8 9235 6005 or admissions@phoenix.wa.edu.au  
**Or apply online** at: <http://www.phoenix.wa.edu.au>
- We will send you an **Offer of Study** detailing the terms of payment.
- On acceptance of your Offer of Study and receipt of fees, Phoenix Academy will send you pre-arrival information along with accommodation information. For student visa applications, a **Confirmation of Enrolment (COE)** will be sent to you. Take the COE to an Australian embassy to apply for a Student Visa.

### CONDITIONS OF ENROLMENT

- Tuition fees and all other fees (e.g. Overseas Student Health Cover) are to be paid according to your Offer of Study.
- For Airport Transfer and Homestay requests please provide flight details (number, date, arrival time) at least 2 weeks before you arrive in Australia. Phoenix Academy will confirm the details with you and send full homestay arrangements.
- For student visas, when selecting a commencement date please allow at least 4 weeks for visa processing.
- Any changes to enrolment details must be notified to Phoenix Academy in writing.
- Students under 18 years old are required to have a local Carer/Guardian (please see below for details).
- Phoenix Academy reserves the right to change its fees and conditions at any time without notice.
- Change of address: Student Visa holders are required under the terms of their visa to notify Phoenix Academy of any change of address during their study at Phoenix Academy.
- Conditions under which the Academy may suspend or cancel your enrolment:
  - Non-payment of fees
  - Misbehaviour or misconduct
  - Failure to meet course prerequisites
  - Failure to meet satisfactory attendance
  - Failure to meet satisfactory course progress
- The Department of Immigration and Border Protection (DIBP) regulation states that students on student visas must attend 80% of their classes to satisfy immigration requirements. Should your attendance fall below this level, you may be at risk of having your visa cancelled. Attendance at Phoenix Academy is based on the actual days of study from the date of commencement, and calculated as a percentage at the end of every class week. Should your attendance fall below 80%, Phoenix Academy reserves the right to cancel or suspend your enrolment, which may put your visa at risk.
- Students enrolled in an Award Course Program (e.g. Diploma of Business) must achieve satisfactory course progress. Students who fail to maintain satisfactory course progress maybe at risk of their visa being suspended or cancelled. Please refer to Student Progress Monitoring Policy on our website at [www.phoenixacademy.com.au](http://www.phoenixacademy.com.au)
- Student wanting to withdraw, cancel, defer, or transfer to another provider must submit a formal request in writing to the Registrar.
- A LATE PAYMENT FEE up to \$500 may be charged on outstanding fees. Interest calculated on a daily basis, using the current bank rate, may also be charged on outstanding fees.
- Any photos or videos taken on the premises of Phoenix Academy by students and/or Phoenix Academy staff may be used for promotional purposes.

### ADDITIONAL CONDITIONS (UNDER 18 YEARS ONLY)

Students enrolled in the Phoenix High School Preparation Program (under 18 years old) will be required to live with a Phoenix homestay family who act as the local carer or show evidence of living with a Phoenix approved responsible adult who will act as guardian.

### METHOD OF PAYMENT

Bank Transfer  Bank Draft  Bank Cheque  Cash   
Credit card: Master/Visa (3.4%)  American Express (1.65%)

All transfers should be made to:

**Name:** Phoenix Academy Trust Account  
**Bank Name:** Bankwest, a division of Commonwealth Bank of Australia  
**Branch:** 149 Oxford Street Leederville Western Australia 6007  
**Branch No:** 306-058 **Account No:** 052 9033 **SWIFT CODE:** BKWAAU6P

All payments must be made in Australian dollars and students are responsible for paying all bank charges; Email to [accounts@phoenix.wa.edu.au](mailto:accounts@phoenix.wa.edu.au) or fax copy of payment details to +61 8 9235 6005

PHOENIX ACADEMY CRICOS PROVIDER CODE: 000660

Keyseq Pty Ltd t/a Phoenix Academy. ABN 45 009 405 298.

Registered by ASQA.

### GENERAL INFORMATION

**Dependants:** Student's dependants can enrol in a government or registered non-government high school as long as they meet the criteria set by the Department of Education (DOE). Depending on the school (government or non-government) and type of application (visa class of the parent and dependant) different fees and enrolment processes may apply.

**Employment:** Students on a Student Visa are entitled to work 40 hours per fortnight during study periods and full-time in holidays. Spouses who accompany student visa holders may be able to work under certain circumstances. For more information, contact the Department of Immigration and Border Protection (DIBP).

**Health Cover:** It is a requirement of the Department of Immigration and Border Protection (DIBP) that holders of student visas should have Overseas Student Health Cover (OSHC). For newly arrived students, this cover is arranged by Phoenix Academy as part of the admissions process. Full information, including how to claim a refund of medical expenses is provided during Orientation.

**Information Collection:** Information is collected on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2007; to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007. Information collected about you on this form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Protection Service (TPS) and the TPS Director. In other instances information collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law.

### REFUND POLICY

All requests for a refund should be submitted in writing (with supporting documentation) to the General Manager, Phoenix Academy.

A notice of withdrawal due to:

- illness or disability
  - death of a close family member (parent, sibling, spouse, child)
  - political or civil event that prevents accuital
- may be accepted as grounds for partial refund of fees. Supporting documentary evidence must be provided.

In all cases:

- refunds of tuition and accommodation fees will be in accordance with the Western Australian Government's Policy Guidelines for institutions providing courses to international students and Commonwealth Education Services for Overseas Students Act 2000. These documents are available to students on request.
- Phoenix will give the student a statement that explains how the refund amount has been worked out.
- Refund calculations are based on a maximum 24 week course block(s), or the course duration, whichever is the lesser.
- The refund (if any) will be paid within four weeks after receiving a written claim by the student.

This agreement does not remove the right to take further action under Australia's consumer protection laws. In the case of any disputes, Phoenix's Dispute Resolution processes do not circumscribe the student's right to pursue other legal remedies.

Refund Policy	Amount Refunded
If we offer a place at Phoenix the i. Enrolment Fee and ii. Homestay Placement Fee are non-refundable	No refund
If the visa application is unsuccessful and the student notifies Phoenix in writing within 14 days of refusal from the Embassy	100% of tuition fees paid
If the student withdraws <b>up to 4 weeks before</b> course commencement	90% of tuition fees paid except an Administration Fee of up to \$600
If the student withdraws 0 to 4 weeks before course commencement	50% of tuition fees paid except an Administration Fee of up to \$600
If the student withdraws and leaves the course <b>0 to 4 weeks after</b> course commencement	30% of tuition fees paid except an Administration Fee of up to \$600
If the <b>course is 12 weeks or less</b> and the student withdraws and leaves the course <b>0 to 4 weeks after</b> course commencement	No refund is given
If the student withdraws after Week 4 of the course	Any refund is at the discretion of Phoenix
If the student cancels <b>Homestay</b> accommodation <b>up to 2 weeks before</b> they wish to leave the house	100% of accommodation fees paid except the Placement Fee
If the student cancels <b>Homestay</b> accommodation <b>less than 2 weeks before</b> they wish to leave the house	No refund is given
If the student withdraws from Student Residence accommodation: 2 weeks or more before course commencement	100% of accommodation fees paid
2 weeks or less before course commencement	70% of accommodation fees paid
After course commencement	No refund
In the event that Phoenix Academy defaults of any courses offered and paid for by the student	Phoenix Academy will: Either offer the student an alternative place at the provider's expense, that is accepted by student in writing OR refund the student the unused portion of the prepaid fees.
If a student fails to notify the correct flight details or any change of details at least 2 days prior to arrival.	No refund of airport pickup fees
If a student breaches international visa conditions or the rules of the provider and is terminated from the course	No refund of the first 24 week block and 40% of the fees applicable to a subsequent 24 weeks block.

### CHECKLIST

- Completed all sections of the Application Form
- Read and understood the Conditions of Enrolment & the Cancellations & Refund Policy
- Attached copies of Academic transcripts (where relevant to your application)
- Signed the declaration