

Enrolment Fee – for all courses					\$ 230.00
Course Materials Includes internet, handouts and text books (students are entitled to one text book for every 10 weeks of UFO English study)					\$ 15 per week
		Brisbane & Gold Coast			Sydney
UFO English (Intensive English Program) Full time (25hrs*)	1 - 4 weeks	\$370 per week			\$390 per week
*including 1.8 hours of optional activities	5 - 12 weeks	\$365 per week			\$380 per week
Cricos Code 074240E	13 - 23 weeks	\$360 per week			\$370 per week
UFO English courses begin every Monday	24+ weeks	\$355 per week			\$360 per week
	Part time (16.7hrs)	1 - 17 weeks	\$325 per week	\$345 per week	
TOEIC Plus 5 week course Cricos Code 073273D			\$1825.00	\$1900.00	
TOEIC Examination Fees TOEIC Exam \$180, Certificate \$30 (\$50 if requested later)					
Business English Plus 10 week course			\$3650.00	n/a	
BEC Examination Fees (Computer-based) BEC - Vantage \$270, BEC - High \$290					
IELTS 1 5 week course			\$1825.00	\$1900.00	
IELTS 2 5 week course			\$1825.00	\$1900.00	
IELTS 1 and IELTS 2 are available to students on working holiday & visitor visas only until CRICOS accreditation is received					
English for Academic Purposes (EAP) 12 week course Cricos Code 074241D			\$4380.00	n/a	
Cambridge FCE and CAE	10 week course	\$3650.00		\$3800.00	
	12 week course	\$4380.00		\$4560.00	
CPE	12 week course	\$4930.00		n/a	
Cambridge Exam Fees (compulsory for closed courses) Paper-based - FCE - \$300, CAE - \$320, CPE - \$330					
Compulsory Cambridge Retreat Closed courses only (includes transport, activities, accommodation and food)	\$240.00			\$260.00	
Cambridge Flexi 4-10 weeks PET (intermediate) FCE (upper intermediate) and CAE (advanced) levels - Students can start any Monday. Available to students on working holiday & visitor visas only until CRICOS accreditation is received. Pricing is the same as UFO English (L25)					
Private Tuition \$115 per hour (minimum of 5 hours)					
Accommodation Placement Fee for all accommodation	Brisbane & Gold Coast	\$230.00		Sydney \$235.00	
Accommodation Type	Deluxe Homestay	\$290 per week	\$42 per extra night	\$330 per week	\$48 per extra night
	Family Homestay	\$255 per week	\$37 per extra night	\$280 per week	\$40 per extra night
	Under 18 Family Homestay	\$305 per week	\$44 per extra night	\$330 per week	\$48 per extra night
	Self-cater Homestay	\$190 per week	\$28 per extra night	\$230 per week	\$33 per extra night
Student Houses – see www.langports.com for details					
*Students staying with families over the Christmas holidays will be asked to pay an extra \$60 for the Christmas week					
**There is a holding fee of \$50 per week required if the student wishes to hold onto the room in homestay while they travel					
*** Students can enter homestay no earlier than the weekend before their course start date					
**** Minimum of 4 weeks homestay, unless the course is 1, 2 or 3 weeks where students can stay for that period					
Airport Transfer	BNE airport to BNE suburb	\$110	BNE airport to GC suburb	\$165	SYD airport to SYD suburb \$140
	GC airport to GC suburb	\$110	GC airport to BNE suburb	\$195	
For ALL transfers between the hours of 10.00pm - 04.00am there will be a \$35 surcharge – if flight arrivals details are unknown at time of invoicing the surcharge can be paid on arrival in school.					

First Certificate of English (FCE) CRICOS Course Code: 054051J Certificate in Advanced English (CAE) CRICOS Course Code: 054053G Certificate of Proficiency in English (CPE) CRICOS Course Code: 054054F


Course Dates:	B = Brisbane, G = Gold Coast, S = Sydney					
UFO English (week 1 dates) *	29 December B, G, S	9 March B, G, S	18 May B, G, S	27 July B, G, S	12 October B, G, S	
TOEIC Plus	5 January B, G, S	9 February B, G, S	16 March B, G, S	20 April B, G, S	25 May B, G, S	
	29 June B, G, S	3 August B, G, S	7 September B, G, S	12 October B, G, S	16 November B, G, S	
Business English Plus	12 January B, G	23 March B, G	29 June B, G	6 October B, G		
IELTS 1	5 January B, G, S	9 February B, G, S	16 March B, G, S	20 April B, G, S	25 May B, G, S	
	29 June B, G, S	3 August B, G, S	7 September B, G, S	12 October B, G, S	16 November B, G, S	
IELTS 2	9 February B, G, S	20 April B, G, S	29 June B, G, S	7 September B, G, S	16 November B, G, S	
English for Academic Purposes (EAP)	23 March B, G	29 June B, G	28 September B, G			
Cambridge FCE & CAE	5 January (10w) B, G, S	16 March (12w) B, G, S	15 June (10w) G	7 September (12w) B, G, S		
Cambridge CPE		16 March B		7 September B		
Exam Dates**	FCE 13 March CAE 14 March	FCE 9 June CAE 6 June CPE 11 June	FCE 20 August CAE 21 August	FCE 1 December CAE 2 December CPE 3 December		

Note:

*These dates are preferred dates for beginners; however students can start any Monday if they choose. (Tuesday if Monday is a public holiday)

**Listening/speaking exams are held within the 2 weeks prior to the written exams. Final written exams are held on Saturdays or in the week after the course finishes. Students may therefore wish to book extra nights' accommodation

Course Dates and Fees continued

Medical Insurance	
<ul style="list-style-type: none"> Overseas Student Health Cover by Allianz Global Assistance – O.S.H.C. is required by Australia's Immigration Authorities (DIBP) for all student visa applications and must cover the period of the visa (usually 4 or 8 weeks longer than the course) 	
<i>Single</i> 2015 price \$TBA per month	\$
<i>Dual Family</i> 2015 price \$TBA per month	\$
<i>Multi Family</i> 2015 price \$TBA per month	\$
More information can be obtained online at https://www.oshcallianzassistance.com.au/	



Fees Calculator

	Amount AUD\$
Enrolment Fee \$230 for all courses	\$ 230.00
Course Fee	\$.00
Course Materials Fee \$15 per week for all courses	\$.00
Accommodation Placement Fee (Applies to all accommodation types)	\$.00
Accommodation Fee	\$.00
Airport Greeting Service	\$.00
Overseas Student Health Cover (Student Visas only)	\$.00
Cambridge Retreat (Closed Cambridge Courses Only)	\$.00
Exam Fees (Cambridge, Business Plus & TOEIC Plus Courses Only)	\$.00
TOTAL	\$.00

Public Holidays and Christmas Holidays 2015 - Brisbane, Gold Coast & Sydney

1 January, 26 January, 3 April, 6 April, 8 June, 3 August (SYD only), 12 August (BNE only), 28 August (GC only- TBC), 5 October.
Langports will be closed for Christmas Holidays from 25 December 2015 - 2nd January 2016.
Langports will re-open on the 4th January 2016

Cost of Living

The Australian government recommends you budget around \$1560 per month for living costs. This includes your food, transport, accommodation and other living expenses.

Payment

Payment can be made by Bank Draft or International Telegraphic Bank details will be provided on each invoice.

Credit cards can also be processed but incur a 3% surcharge on all transactions. Visa and MasterCard cards accepted.

All fees are in Australian Dollars. Langports reserves the right to change its fees at any time. All fees are inclusive of GST where applicable.

Please Note:

Students holding a student visa, wishing to transfer to Langports from another institution

Those holding a student visa and wishing to transfer to Langports from another institution will be required to produce a Letter of Release as evidence showing a satisfactory attendance record, a satisfactory academic record and that all fees are paid in full. Once this has been provided, a Confirmation of Enrolment can be provided.

Students wishing to further their studies at another Australian institution

A Letter of Release will be provided once you have obtained a Letter of Offer from your intended institution. The Letter of Release will relate to your attendance, academic progress and your payment of fees.

How do I Enrol?

To enrol with Langports English Language College follow these 6 easy steps:

1. Choose your course of study and decide when you want to start classes.
2. Refer to the website providing information for Education Services for Overseas Students on <http://tinyurl.com/nenrbht>
3. Read the terms and conditions and complete the Enrolment Form. **Please don't forget to sign it!**
4. Send the Enrolment Form to the Langports agent in your country or send it to:
*Langports English Language College
GPO Box 3213 Brisbane
Queensland 4001 Australia
email: info@langports.com
fax: +61 7 3210 0533*
5. When we receive your Enrolment Form, we will send you a Letter of Offer, Enrolment Acceptance and an Invoice for payment.
6. Please forward your fees in full and sign the Enrolment Acceptance letter and send it back to us. Langports will then send the appropriate confirmation documents (including the COE if you are applying for a Student Visa). If you are applying for a Student Visa you must show these documents at the Australian Embassy when you apply for your visa. Please check with the Australian Embassy if any special visa conditions apply to your country. **Minimum age for enrolment is 16 years old.**

**Thank you for choosing Langports.
CRICOS Provider Code 026 30J**



Enrolment Form Please print in English and complete all sections

Brisbane (BNE) Gold Coast (GC) Sydney (SYD)



Personal Details

Family Name: _____		Given Names: _____	
Date of Birth: Day <input type="text"/> <input type="text"/>	Month <input type="text"/> <input type="text"/>	Year <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female
Nationality: _____		First Language: _____	
Occupation: _____		Passport Number: _____ <small>(students travelling on student visas must provide a passport number or copy)</small>	
Address in home country: (Required in case of emergency - please provide these important details) _____ _____			
Telephone: _____		Email: _____	
Address in Australia: (If known) _____ _____			
Telephone: _____		Email: _____	
Visa: <input type="checkbox"/> Student <input type="checkbox"/> Visitor <input type="checkbox"/> Working Holiday <input type="checkbox"/> Other	OSHC Required? (Student Visa students only) <input type="checkbox"/> Yes <input type="checkbox"/> No		
Do you suffer any allergies or medical conditions? (Please specify) _____			



Course Details

Which course do you wish to study?

UFO English	<input type="checkbox"/> Full time (25 hrs p/w incl. 1.8hrs optional activities)	<input type="checkbox"/> Part time (16.7 hrs p/w)
IELTS	<input type="checkbox"/> IELTS 1	<input type="checkbox"/> IELTS 2
Cambridge	<input type="checkbox"/> FCE	<input type="checkbox"/> CAE <input type="checkbox"/> CPE (Brisbane only)
Cambridge Flexi	<input type="checkbox"/> PET Flexi	<input type="checkbox"/> FCE Flexi <input type="checkbox"/> CAE Flexi
English for Academic Purposes	<input type="checkbox"/> EAP	
TOEIC Plus / Business Plus	<input type="checkbox"/> TOEIC Plus 5 weeks	<input type="checkbox"/> Business Plus 10 weeks
Course 1 start date: Day <input type="text"/> <input type="text"/>	Month <input type="text"/> <input type="text"/>	Year <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Course 2 start date: Day <input type="text"/> <input type="text"/>	Month <input type="text"/> <input type="text"/>	Year <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Course length: Weeks <input type="text"/> <input type="text"/>	Campus: <input type="checkbox"/> BNE <input type="checkbox"/> GC <input type="checkbox"/> SYD	
Course length: Weeks <input type="text"/> <input type="text"/>	Campus: <input type="checkbox"/> BNE <input type="checkbox"/> GC <input type="checkbox"/> SYD	



Accommodation

Would you like Langports to arrange accommodation for you? Yes No

Type of Accommodation: Homestay Deluxe Family Self-cater
 Student House Single Room Twin Room (Gold Coast & Sydney only)

Date in: _____ **Date out:** _____ **Number of weeks:** _____ **Additional Nights:** _____

Please note that the check in date should be the weekend before the course starts and the check out date should be the weekend after the course finishes. Minimum of 4 weeks homestay, unless the course is 1, 2 or 3 weeks where students can stay for that period.

Would you like to stay with a family with children? Yes No Don't mind

Do you like pets? Yes No Don't mind **Do you smoke?** Yes No

What are your hobbies/interests?

Do you have any special requests? (e.g. special food, etc.)



Airport Greeting Service

Do you wish to be transferred to and from the airport? Brisbane (BNE) Coolangatta (Gold Coast - OOL) Sydney (SYD)

Arrival Yes No **Return** Yes No

Flight: _____ **Date:** _____ **Time:** _____ **Flight:** _____ **Date:** _____ **Time:** _____

If yes, please ensure that you provide flight details at least 14 days before you are due to arrive or depart.
If you do not have Langports accommodation and require a transfer, please send us the address that you wish to be transferred to at least 14 days before you arrive.



How did you learn of Langports English Language College?

Friend or Past Student Facebook/Social Media Education Agent Website Other

Name of source (including friend's recommendation)



Student's Declaration and Signature

I have read and accept the terms and conditions overleaf and hereby apply to enrol in Langports English Language College.

Signature*: _____ **Date:** Day Month Year

*Parent or Guardian if the student is under the age of 18.
This information may be provided to Commonwealth or State agencies and the Director of the Tuition Protection Service (TPS).

Terms and Conditions

Fees and Charges, Conditions and Courses

Langports reserves the right to change its fees, charges and conditions, cancel or defer courses, and to alter course timetables at any time without notice.

- Students will pay the price for their course at the current market price at the time of enrolment. Any specials offered by Langports at a later date only apply to bookings received during that special. Specials cannot be applied to previous bookings.
- All fees are in Australian Dollars and are inclusive of GST where applicable.
- All transactions by Mastercard or Visa credit cards will incur a surcharge of 3%.

Invoices and Payment

For all non-student visa enrolments an invoice will be issued with a Letter of Offer. Payment in full should be made a minimum of 28 days before commencement of the study program or immediately if less than 28 days to commencement.

For all student visa enrolments of less than 24 weeks or on study programs of 25 weeks or more, made up of separate courses (less than 24 weeks each and with individual CRICOS course codes) an invoice will be issued with a Letter of Offer and Enrolment Acceptance (EA) form. The EA should be signed by the student or their legal guardian, if under 18 years of age, and returned with full payment of the invoice. A Confirmation of Enrolment and an eCOE will then be issued for the visa application.

Students studying UFO English on a study program of 25 weeks or more will be issued with two invoices covering the full study program with their Letter of Offer and EA form. Each invoice will include the tuition fees cost for each half of the study program. The EA must be signed by the student or their legal guardian and returned with full payment of the first invoice only. A Confirmation of Enrolment and an eCOE will then be issued for the visa application. The second invoice will be due for payment 2 weeks before the start of the second half of the study program. Students will not be allowed to continue their study program if the second invoice is not paid and may be reported to the Department of Immigration and Border Protection (DIBP) and the Tuition Protection Scheme Director once all appeal processes have been completed.

Refund & Cancellation Policy

Clause 1: In the event of a cancellation, no refund will be made on the enrolment fee or accommodation placement fee.

Clause 2: All notifications of course cancellations and requests for a refund must be made to the Principal in writing. A written response will be provided in writing within 5 working days. Where a refund is granted, this will be paid within 4 weeks of the date of the notice of cancellation to the person or organization who paid the fees in the first place.

Clause 3: A study program at Langports may consist of one or more separate courses. If a study program consists of more than 24 weeks of UFO English, the program will be split into 2 study periods of 50% of the total study program. Requests for refunds due to cancellation will only be considered in the context of the study program and not for individual courses or study periods.

Study Cancellation:

- Cancellations received more than 4 weeks before the study program commencement will normally receive a full refund of fees, subject to Clause 1.
- Cancellation received less than 4 weeks before the start of the study program will normally receive a refund of fees less a cancellation charge equal to 4 weeks of the current published tuition fee (or equal to 4 weeks of the tuition fees paid)
- Cancellations received after the study program has commenced will not be eligible for a refund of fees.
- Cancellations as a result of visa rejection by the Australian Immigration authorities will be eligible for a refund of fees, subject to Clause 1 providing that proof of visa rejection has been provided to Langports within 2 weeks of the notice of visa rejection.
- A \$25 administration fee covering bank charges will also apply to any refunds made through international bank transfers.

Accommodation Cancellation:

- Cancellations received more than 4 weeks before course commencement will normally receive a full refund of fees, subject to clause 1.
- Cancellations received less than 4 weeks before course commencement will incur a cancellation charge equal to 2 weeks rent.
- Minimum of 4 weeks homestay, unless the course is 1,2 or 3 weeks. If a student wishes to cancel their homestay within this 4 week period, no refund will be given. To cancel homestay a minimum of 2 weeks notice must be given.
- After studies have commenced, 2 weeks notice must be given or a cancellation charge equal to 2 weeks rent will apply. Any unused accommodation fees will be refunded to the student within 2 weeks of submitting a refund request form.
- If you are asked to leave the homestay for any valid reason, for example due to unacceptable behaviour such as having someone stay over without prior permission, a cancellation payment of two weeks notice will be deducted from any refund due, in lieu of two weeks notice.

Airport Greeting:

No refund will be made if the student fails to notify Langports of their flight details or any change of details less than 48 hours before arrival.

Cancellation of course by Langports

If Langports cancels a course, for whatever reason, you will be offered a refund of all the tuition fees paid for that course to date. The refund will be paid to you within 2 weeks of the course cancellation. Alternatively you may be offered enrolment in another course at Langports at no extra cost to you. You have the right to choose whether you would prefer the refund of course fees or to accept a place on the alternative course. If you choose the alternative course you will be asked to sign a document to indicate that you accept the placement.

If in the unlikely event that Langports ceases to operate and is unable to provide a full refund, students on student visas will be able to access the Tuition Protection Service (TPS) which offers an on-line placement and refund service for international students affected by such provider closures. Students studying on tourist and working holiday visas are not eligible for the TPS but instead will be able to seek an alternative course, equivalent to the number of weeks of study lost, at no extra cost through the English Australia Tuition Assurance Scheme, of which Langports is a member.

Deferment & Transfer Policy

Students must start their course on the allocated start date unless they provide a minimum of one week's notice in writing to defer. If notice is less than one week Langports will charge one week's tuition fee and the course will not be extended by the time lost. Langports is required to report any student default within 5 working days if a new start date has not been confirmed and a new eCOE issued.

Students are not permitted to transfer to another provider in the first 6 months of their principal course. If they are on a package visa they will be able to transfer early, having given two weeks notice to Langports, to their next provider if they have provided evidence of having achieved the required English level to commence their next study program ahead of schedule. In this case unused tuition fees will be refunded accordingly. A valid Letter of Offer from their next provider is required in order for a Letter of Release to be given. If the student is a sponsored student, written permission from their sponsor to transfer early will also be required. If the student is Under 18 then parents' or guardian's written permission will be required. Where a student transfers to another provider under any other circumstances, Langports Refund & Cancellation policy will apply.

Transfer between Langports campuses

Langports encourages students to pre-book courses at multiple campuses and will offer a \$100 travel voucher to assist with travel costs between campuses (maximum of 2 vouchers for 3 campus bookings). The minimum study period at each campus is 4 weeks.

If a student has commenced their course and wishes to transfer campuses, they must give 2 weeks' notice in order to transfer. However, students studying a closed course are unable to transfer campuses during the closed course. The following conditions will apply:

- For some transfers, fee differences between the campuses will apply – additional charges if going from Brisbane or Gold Coast to Sydney and a refund will apply if going from Sydney to Brisbane or Gold Coast.
- There must be a minimum of a 4 week enrolment extension in each new campus in order to receive a \$100 travel voucher
- If the student has paid an accommodation placement fee at the original campus and wants to book Langports accommodation at the second campus, then they will not need to pay a second placement fee.

Other Conditions of Enrolment

- Students are required to notify Langports of any change of local address, while enrolled in a course, within 5 working days.
- Students under the age of 18 must agree to Langports' welfare arrangements outlined in a separate letter.
- Students are fully responsible for their educational and living expenses while studying at Langports.
- Students who have any school-aged dependants accompanying them will be required to pay full fees at a private or government school in Queensland.
- 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, and 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 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.
- Students consent to Langports making reasonable enquiries to DIBP regarding their visa and to sharing these details with Government and health Insurers for the purpose of ensuring that visa conditions for staying in Australia are maintained.
- Langports has the right to share information about your course and progress with your sponsor, university or college or educational representative.
- Any photos or video footage taken at Langports or by Langports staff of Langports students are the property of Langports and may be used in reproduction of materials for promotional use without consent.
- Langports, and its representatives and staff will not be held liable for any loss, damages, death, illness or injuries to people or property which occurs whilst students are on any activity or excursion organised by Langports. It is the student's sole responsibility to take out insurance against such risks and we recommend that students travelling abroad take out comprehensive travel, accident and medical insurance in their own countries.
- By providing their private email address on this form or the Langports registration form, students accept that they are giving permission to Langports to communicate with them by email on any matters relating to their enrolment at Langports.
- Entry to the following Langports' courses require a pre-requisite level of English; EAP, IELTS1, IELTS2, TOEIC Plus, Business Plus, Cambridge FCE, CAE and CPE and Cambridge Flexi (PET, FCE & CAE Flexi).
- Students attending the UFO English course will be tested on commencement of the course in order to be placed in a class at the appropriate level.
- Students must complete all class work, assignments, activities and assessments in order to maintain satisfactory academic progress.
- Students are required to maintain a minimum of 80% attendance in order to receive a certificate on graduation and students studying on a student visa can be reported to the Department of Immigration and Border Protection (DIBP) if they fail to maintain this attendance.
- Students are required to abide by the Langports Code of Conduct, available in the Student Information booklet and on the Langports' website.
- Langports has an internal complaints and appeals process and students can access this through the Student Services Department.
- Additional information about students' rights and responsibilities under the Australian Government ESOS Act 2000 and National Code 2007 is available online at: <https://aei.gov.au/regulatory-information/pages/regulatoryinformation.aspx>
- This agreement and the availability of complaints and appeals processes, does not remove the right to take further action under Australia's consumer protection laws; neither does it remove a student's right to pursue other legal remedies.