



Queensland Government Schools 2012 Dependant Student Application Form

Welcome to Education Queensland's International Dependant Student Program

This form must be filled in for any dependants of international students studying in Queensland tertiary institutes, who will be attending a Queensland Government School. Please complete a separate Application Form for each dependant.

1. STUDENT DETAILS

Details of student applying to enrol in a Queensland Government School (as per passport details)

Family name: Given names:

Preferred name:

Date of Birth:/...../..... (Day/Month/Year) Gender: Male Female

Nationality on passport: Country of birth:

Passport number: Expiry date:

Country/Embassy location where visa application to be lodged:

Visa number: Expiry date:

Has the student arrived in Australia? Yes, date arrived:/...../..... No, expected date of arrival:/...../.....

2. FAMILY DETAILS

Details of parent enrolled in a Queensland educational institution

Family name: Given names:

Relationship to student: Father Mother Guardian

Is the applicant or either of the applicant's biological or adoptive parents a permanent resident or an Australian citizen?

Yes No If yes, provide details:

Passport number: Expiry Date: Country of issue:

Visa number (if known): Subclass No: Expiry date:

3. CONTACT DETAILS

Contact details for correspondence in Australia

Home street address: Suburb: Postcode:

Telephone: Mobile:

Email:

Contact details for correspondence in Home country

Address:

Country: Telephone:

Email:

4. PARENT'S COURSE ENROLMENT DETAILS

Course provider / Name of institution: Campus:

Name of course:

Course start date: (Day/Month/Year) Course end date: (Day/Month/Year)

Visa subclass (if known): Visa number Visa expiry date (if known):

Have you been awarded a full scholarship? Yes No If yes, provide details:

Name of scholarship:

5. SCHOOL DETAILS (if known, as schools must be approached directly for enrolment however, dates are required)

Name of Queensland Government school: Grade/Year in school:

Expected commencement date: Expected finish date:

Has the school provided an Acceptance Letter? Yes (please attach) No

6. ENGLISH AS A SECOND LANGUAGE (ESL)

Does the student speak English fluently? Yes No If No, what language/s are spoken?
.....

7. SPECIAL CIRCUMSTANCES

Has the student been diagnosed with any medical condition that a medical practitioner should be aware of? Yes No

If yes, please provide details:.....
.....

Does the student have a mental illness or a mental or physical impairment or disability (including a history of depression or an eating disorder) which may result in the need for additional support or assistance at school? Yes No

If yes, please provide details:.....
.....

8. DETAILS OF OTHER CHILDREN ALREADY ENROLLED IN A QUEENSLAND GOVERNMENT SCHOOL

Please provide details of any other children in your immediate family who are already enrolled in a Queensland Government school.

Student ID is located the top right hand side of their Confirmation of Enrolment.

Student ID: Name: Date of Birth: School:

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9. IMPORTANT INFORMATION

9.1 Tuition fees for Dependents of Student Visa Holders.

PROGRAM	2012		
	Year (4 terms)	Semester (2 terms)	1 Term
Preparatory (Prep)	\$8,720	\$4,360	\$2,180
Primary (Years 1 – 7)	\$8,720	\$4,360	\$2,180
Junior Secondary (Years 8 – 10)	\$8,940	\$4,470	\$2,235
Senior Secondary (Years 11 – 12)	\$10,120	\$5,060	\$2,530

Please note:

- Within Queensland, compulsory school age is defined as a child aged at least 6 years 6 months and less than 16 years of age or completion of Year 10, whichever is sooner. (Please refer to the Education (General Provisions) Act 2006.)
- Preparatory Year (Prep) is not legally compulsory in Queensland however from 2012, Prep will be considered as first year of schooling in the state. Therefore if a child has reached compulsory age of schooling (6 years and 6 months) during the proposed year of attendance, and has not previously attended Prep before enrolling into Year 1, the child will be required to study Prep curriculum first before they undertake Year 1 curriculum.
- **For the 2012 school year** scholarship holders (as per the approved EQI Fee Exemption Criteria list) who wish to enrol their child/children in the Preparatory (Prep) year of schooling will:
 - (a) be exempt from paying dependant tuition fees if the child is of compulsory school age and undertaking Prep in a Queensland Government school.
 - (b) **not** be exempt from paying dependant tuition fees if the child is not of compulsory school age and undertaking Prep in a Queensland Government school.
- The list of approved fee exempt scholarships for 2012 can be found at http://www.eqi.com.au/pdfs/exemption_criteria.pdf
- A \$110 non-refundable application fee (inclusive of GST) applies to all applications (except AusAID students holding 576 visa subclass).
- An additional \$100 fee is payable on applications which do not provide a School Acceptance Letter from the school. This fee will be refunded if EQI is advised in writing of the school, within 2 weeks of commencement of student at the school).
- Fees are required to be paid for the current year of enrolment and thereafter one year in advance.
- A Confirmation of Enrolment (CoE) will not be issued until fees and the relevant documentation have been received at Education Queensland International (EQI).

9.2 SCHOOL TERM DATES 2012

Term 1 23 January – 30 March
Term 2 10 April – 22 June
Term 3 9 July – 21 September
Term 4 8 October – 14 December

SCHOOL TERM DATES 2013

Term 1 29 January – 28 March
Term 2 8 April – 21 June
Term 3 8 July – 20 September
Term 4 7 October – 13 December

SCHOOL TERM DATES 2014

Term 1 27 January – 11 April
Term 2 22 April – 4 July
Term 3 21 July – 26 September
Term 4 13 October – 12 December

9.3 Dependant Student Terms and Conditions

- It is a Department of Immigration and Citizenship (DIAC) requirement that you must maintain adequate schooling arrangements for school-aged dependants on a Student Dependant visa residing for more than 3 months in Australia.
- If you wish to remove your child from school for any period of time, (eg holidays or return overseas during the school term), you are required to notify Education Queensland International (EQI) and the school in writing, giving one term's notice. If one term's notice is given fees may be transferred towards future tuition fees however, this will be assessed on a case by case basis. If one term's notice is not given fees will not be transferred and the current application will be cancelled and DIAC will be notified. A new Dependant Student Application Form will need to be completed and new application fees will be charged prior to students re-attending a Queensland Government School.
- As a registered education provider, Education Queensland International (EQI) is required to notify DIAC of breaches of the above condition.
- If the dependant child turns 18 years of age during the parent's enrolment in a Queensland educational institution, these students may continue to be enrolled in order to continue with their studies in a Queensland Government school. Once these students finish school they will need to process their own student visa in order to enrol with another education provider.
- If a 'School Acceptance Letter' is not provided at time of application and the school is not specified on the Dependant Student Application Form, parents are required to provide written confirmation to EQI of the school their children are attending, within two (2) weeks of commencement at the school, in order to obtain a refund for the School Unconfirmed fee paid.
- Applicants must contact schools directly to enrol students. Please note you are not automatically guaranteed enrolment at your nominated school. Enrolment at selected schools is dependant on factors including if the school has an Enrolment Management Plan or Enrolment Eligibility Plan. Enrolment is subject to eligibility under the plan and may include factors such as living within the geographical catchment area.
- If the family wishes to change the school of enrolment for dependant students, new application/s and an application fee will apply (except AusAID students holding 576 visa subclass).
- If there are changes to visa subclass, parent's COE, change of enrolment dates, change of parent's education provider, change of primary visa holder from one parent to another, new application/s and an application fee will apply.
- All students are required to abide by the Queensland Department of Education's School regulations. Failure to adhere to these regulations may lead to the cancellation of a student's enrolment, in which case no refund of tuition fees will be made.
- The terms and conditions of the attached policies override any previous terms and conditions. These policies are subject to change and changes are ongoing. Please contact EQI to confirm the policy in place.

9.4 Payment Policy

- The fees provide access to a Queensland Government school and all compulsory tuition, including English as a Second Language (ESL) support, if the student is assessed as requiring this service.
- Fees DO NOT include text books, subject levies, school uniforms, materials (e.g. pens, calculators and similar items), excursion costs and non-compulsory activities.
- Fees are required to be paid for the initial academic year or the portion of the first year for which the student is enrolled and thereafter one year in advance.
- Present published tuition fees will apply until 31 December 2012 and are subject to change after this date.
- All fees must be paid in Australian dollars.
- If a student has not paid tuition fees their offer of enrolment will automatically be withdrawn.
- Any legal or other costs incurred in securing payment are the responsibility of the applicant whose personal details are provided in Part 2 of this form and are recoverable at law.

9.5 Refund Policy

- EQI will refund paid tuition fees in full if the parent's visa application is rejected. A copy of the refusal letter from the Embassy or High Commission must be produced as evidence.
- Parents of dependant students wishing to withdraw from an EQI course are required to give notice in writing to the Director EQI at least one full school term in advance.
- If this required notice is given, students will receive a refund of remaining tuition fees less a \$400 administration fee.
- If one full term's notice is not given, EQI will retain one term's tuition fee in lieu of notice.
- All requests for refunds must be in writing, signed by the parents and, if applicable, must set out any compassionate or compelling grounds that the parents wish to draw to EQI's attention.
- Dependant students who are granted a non-fee paying visa or permanent residency status while in Australia will be refunded any tuition fees paid in advance from the date of visa grant or from the date permanent residency status is granted.
- Tuition fees will not be transferred to other educational institutions except in exceptional circumstances and at the discretion of the Director EQI.

9.6 Complaints and Appeals Policy

If a student has a complaint in relation to their education program, they must bring it to the attention of their class teacher. If the problem is not resolved, the school principal should be informed either in person or in writing. The principal will endeavour to resolve the issue. If the matter is not resolved to the satisfaction of the student or parent, a copy of the written complaint together with the reasons for the dissatisfaction may be forwarded to the Director EQI. If the student or their parent is still dissatisfied with the outcome they have the right to take the dispute to the Chief Executive Officer, Department of Education and Training for resolution.

9.7 Privacy Policy

In this clause, "personal information" means information or an opinion (including information or an opinion forming part of a database), whether true or not, and whether recorded in a material form or not, about the student, or from which the student's identity can reasonably be ascertained.

Education Queensland will collect and may disclose the student's personal information for the following purposes:

- a) administering and managing the Program, including reporting and exchanging information generally within the Queensland Department of Education and Training and any other relevant Queensland State educational agency;
- b) administering and managing the Student's enrolment in the Program and in a School and the provision of education and support services to the Student;
- c) liaising with the student's parents;
- d) liaising with a parent with whom the student resides about the student's living arrangements;
- e) liaising with, providing information to and receiving information from the Australian Department of Immigration and Citizenship (DIAC) in relation to the Student's compliance with all applicable migration laws and visa regulations and conditions;
- f) liaising with, providing information to and receiving information from the Australian Department of Education, Employment and Workplace Relations (DEEWR) in relation to the Program;
- g) managing, investigation and responding to complaints and appeals;
- h) any other purpose reasonably incidental to any of these purposes; or
- i) where authorised or required by law.

10. DECLARATION

I/we declare that the information given in this application form is correct and complete. I/we have read and understood and agree to be bound by the Dependant Student Terms and Conditions, Payment Policy, Refund Policy, Complaints and Appeals Policy and Privacy Policy as outlined above.

I/we give permission to Education Queensland International to contact my/our education provider in order to obtain information in relation to this application.

Parent signature:	Print name:	Date: (Day/ Month/ Year)
<input type="text"/>	<input type="text"/>	<input type="text" value="/ /"/>

11. CHECKLIST

Please ensure you have provided all the required documentation. Incomplete applications may result in delays in processing.

- All details on this Application Form have been completed
- Application Form has been signed by a parent
- Copies of the title pages of parent's and child's current passport or birth certificate (translated into English by a certified translator) attached
- Copy of parent's 'Confirmation of Enrolment' (eCoE) attached
- Evidence of scholarship (if applicable) has been attached, including all relevant documents
- School acceptance letter attached (if available)
- Copy of visa grant letter from DIAC or visa label (student to bring documentary evidence to Queensland)

12. APPLICATION PROCESS

1. Please complete the Application Form and return to EQI (details below) with accompanying documentation. You should keep a copy of this application for your own record and subsequent enquiry.
2. EQI will then issue an invoice.
3. On receipt of payment of fees, EQI will issue a Confirmation of Enrolment (CoE) together with a School Notification Form.
4. On arrival, please contact the school for an appointment and take the CoE and School Notification Form to your selected school to request enrolment of your child along with all relevant documentation including proof of address.
5. If enrolment is confirmed by the school, the school will enrol your child and notify EQI of your commencement.
6. To obtain a refund for the additional fee payable when a school is not specified at time of application, you are required to notify EQI of the school the dependant child/ren are attending within **2 weeks of commencement** at the school.
7. You must notify EQI and the school of any changes to information in your original application such as contact details, visa subclass number or expiry date, change of enrolment dates, transfer of school, Parent's CoE, change to Primary visa holder, or Education provider within 7 days of such change. A new Dependant Student Application Form will need to be completed and new application fee will be charged if there are changes from the original application submitted.

Please send your completed application form to:

Education Queensland International (EQI)

STREET ADDRESS:

Level 18
Education House
30 Mary Street
Brisbane QLD 4000
Australia

POSTAL ADDRESS:

PO Box 15050
City East
QLD 4002
Australia

TELEPHONE: +61 (0) 7 3224 6958**FAX:** +61 (0) 7 3224 6973**EMAIL:** EQInternational@deta.qld.gov.au**WEBSITE:** www.eqi.com.au

CRICOS Provider Number 00608A