



OXFORD COLLEGE

Provider: Advanced Academy Pty. Ltd. trading as above. Provider No: 02570E

A.C.N 106 061 769
 Level 6, 815 George Street Sydney, N.S.W. 2000, Australia
 Postal: P.O BOX K392 Haymarket, Sydney, N.S.W. 1240, Australia
 Website (Homepage): <http://www.oxford-college.com.au>
 Or <http://www.specialty-language.com.au>
 E-mail: info@oxford-college.com.au
 Or info@specialty-language.com.au
 Tel: (61 2) 9211 7411 Fax: (61 2) 9212 3861

ADVANCED DIPLOMA OF BUSINESS DIPLOMA OF MANAGEMENT CERTIFICATE II and IV IN BUSINESS Fees from 1st January 2012

(In Australian dollars and valid until 30 June 2012) (The fees and details are subject to change without notice)

Course Starting Dates: (Courses are subject to demand)

Standard	2012: January 30, March 5, April 23, May 28, July 16, August 20, October 8, November 12 2013: January 21, February 25, April 22, May 27, July 15, August 19, October 8, November 11
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BSB20107 CERTIFICATE II IN BUSINESS (20 weeks tuition + 6 weeks holiday):	\$3 800
BSB40207 CERTIFICATE IV IN BUSINESS (20 weeks tuition + 6 weeks holiday):	\$5 600
BSB51107 DIPLOMA OF MANAGEMENT (20 weeks tuition + 6 weeks holiday):	\$11 400
BSB60207 ADVANCED DIPLOMA OF BUSINESS (24 Weeks tuition + 6 weeks holiday):	\$17 400

A 1.5 YEARS Diploma programme of packaged courses is offered at \$11 400.

108 WEEKS Advanced Diploma programme of package courses (Cert II and IV, Diploma and Advanced Diploma) is offered at \$17 400 and this program provides a pathway of study for students who wish to develop their knowledge and skills in Business during the 108 weeks programme. (Duration and fee are subject to change without notice).

Enrolment Fee: \$200 (Not Applicable for students who study an English course at Specialty Language Centre)
RPL (Recognition of Prior Learning) assessment fee: \$120
Issuing of Statement of Attainment Fee: \$80

Overseas Student Health Cover (OSHC) Student Visa only 2012 Single: \$40.00/month Family: \$80.00/month
 Government Regulations require you to pay a health cover premium (OSHC). This must be paid for the duration of visa directly to Oxford College with your tuition fees.

Accommodation

Placement Fee: \$200 / Placement

Homestay Fee (single):	2 weeks	\$534 (total)
	3 weeks	\$762 (total)
	4 weeks or more	\$250 (per week)

(For 18 years old or over)
Room Only Homestay (Use of kitchen for own cooking): 4 weeks or more \$196 (per week)

Guardianship for students under the age of 18 years:

Guardian Placement Fee:	\$225 / Placement
Guardian Fee:	\$50 (per week)

Airport Transport Fee: \$130

How to pay: Please make your Bank Draft, Postal Note or Traveller's Cheque payable to Oxford College. Payments may be remitted by Telegraphic Transfer direct to our Account No. 06 2006 1057 1827 at the Commonwealth Bank of Australia, 691-693 George Street, Haymarket, Sydney 2000. All bank charges must be paid. We also accept Bankcard, Visacard or Mastercard.

- Conditions of Enrolment
- Enrolment, Accommodation placement and Airport transfer fees are not refundable.
 - If a visa application is rejected, the tuition fee will be refunded upon presentation of the rejection letter from the Embassy and the College's document for authorisation of third party to receive a refund with signatures in the case that the recipient of the refund is different from the student and also 'Receipt' document is to be signed and returned to the College immediately upon receipt of the refund. If you wish to cancel your enrolment for any other reason and your written notice is received by the College 28 days or more before your original course starting date (this course starting date will be the original starting date of the first course of a package in the case of a package of 2 or more courses), a cancellation fee equivalent to 30% of the tuition fee will be retained. (this condition does not apply in the case of a package of 2 or more courses, in which case the tuition and other fees including the tuition and other fees of a principal course will be retained and not be refunded). If you cancel your enrolment and you notify the College in writing less than 28 days before your original course starting date (this course starting date will be the original starting date of the first course of a package in the case of a package of 2 or more courses), a cancellation fee equivalent to 50% tuition fee will be retained (this condition does not apply in the case of a package of 2 or more courses, in which case the tuition and other fees including the tuition and other fees of a principal course will be retained and not be refunded). (100% tuition fee will be retained in the case of Visitor or Working Holiday visa). If you cancel your enrolment or withdraw from the course on or after your original course starting date (this course starting date will be the original starting date of the first course of a package in the case of a package of 2 or more courses), the tuition and other fees including tuition and other fees for the principal course in the case of a package of 2 or more courses will be retained and not be refunded. If you are introduced to the College through a third party which retains any portion of your payment, or charges or any additional fees paid by you, such monies will not be refunded by the College, as such the third party/person shall be deemed to be your agent and not an agent of the College.
Once a visa has been approved, no refund will be made notwithstanding of the afore-mentioned other conditions except the case where the College cancels, terminates or defers the course, in which case you will be refunded the amount of course money the College received in accordance with the Education Services for Overseas Students Act 2000.
 - Should you wish to cancel your accommodation for any other reason than a refusal of your visa, Homestay fee will be refunded only if you notify the College in writing more than 28 days before your course starting date.
 - The College reserves the right to cancel or defer courses, and to alter course timetables and class locations without notice. If the College cancels, terminates or defers any course, you will be refunded the amount of course money the College received in accordance with the Education Services for Overseas Students Act 2000. The refund will be provided within 2 weeks of the default date.
 - In the case of your default, no refund can be made.
 - The College reserves the right to withdraw all its services if your conduct disrupts the normal operation of classes. In this case no fee will be refunded.
 - You or, if you are under the age of 18, your parents/guardian must agree to indemnify the College and/or its staff from any responsibility and/or claim for any possible injury, damage or loss during your attendance at any of our programmes or stay at the host family.
 - There will be no refunds or deductions for public holidays or the extra teacher's official holiday (usually on the first Monday in August).
 - Entry fees on excursions are an extra cost to students.
 - Entry Requirements shall be in accordance with the ESOS Act 2000, the National Code and rules set by Government Departments.
 - Full amount of total invoice (Document of Offer) amount shall be paid at the time of enrolment unless instalment arrangements or a different time of payment is agreed and specified in the College's invoices (Document of Offer). In the case of specially agreed instalments the College reserves the right to charge you a penalty of not less than \$200 each time for every delay in your payments. Notwithstanding this clause, if you fail to pay fees on due date or at the latest upon receipt of due notice, the College reserves the right to terminate your enrolment.

The above Conditions do not remove the right to complain and appeal through the College's Complaints and Appeals Processes and also take further action under Australia's consumer protection laws. Upon signing the enrolment form you are deemed to have entered into a written agreement with the College based on the conditions of enrolment, and have agreed that all information provided by you including personal and contact details, course enrolment details and changes, and the circumstance of any suspected breach by you of a student visa condition may be made available to Australian Government and designated authorities and if relevant, the Tuition Assurance Scheme and the ESOS Assurance Fund Manager, pursuant to obligations under the ESOS Act 2000 and the National Code.
 The College's dispute resolution processes do not circumscribe the student's right to pursue other legal remedies. **You have an obligation to notify the College of a change of address while enrolled in the course.**