

# ACCEPTANCE OF OFFER

Print out this form now. Once you have received our offer letter, please fill this out, sign it and send it back to us on: [kay@icqa.com.au](mailto:kay@icqa.com.au)

## Personal Details

Family Name			
Given Names			
Date of Birth	DD/MM/YY	Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female
Nationality		Occupation	
Passport Number		Country of Issue	

## Course Details

Course Start Date	DD/MM/YY	Course Finish Date	DD/MM/YY
Course duration (including holidays)	weeks		
The course you are enrolled in	<input type="checkbox"/> General English Intensive (GEI)	25h per week	
	<input type="checkbox"/> General English Course (GEC)	20h per week	
	<input type="checkbox"/> Examination Preparation Course IELTS	25h per week	
	<input type="checkbox"/> Examination Preparation Course IELTS	20h per week	
	<input type="checkbox"/> Business English	25h per week	
	<input type="checkbox"/> Business English	20h per week	

# Conditions Of Enrolment

- I understand and accept the terms of ICQA's **refund policy and administration fee policy** attached to the Offer Letter.
  - I acknowledge the itemized list of course money as mentioned in the Offer Letter.
  - I am aware of the extent of the tuition and living costs associated with studying at International College of Queensland Australia and I am prepared to meet these costs.
  - I understand that some courses require a prerequisite level of English language for entry.
  - I understand that I will be able to study in my preferred course if I meet the required level of English specified for that course. In the event that I do not meet the prerequisites I may be placed in another course if I meet its requirements.
  - I understand that I will be tested on commencement of my course and placed in a class at the appropriate English language level.
  - I understand that I must complete all class work, assignments, activities and assessments in order to maintain satisfactory course progress.
  - I understand that I should notify ICQA if I am unable to attend classes.
  - I understand that I must attend at least 80% of my course, and that if I fail to do so I may be reported to the Australian Government.
  - I understand that I should obtain a Doctor's Certificate if I am sick for more than 2 consecutive days.
  - I understand that I am obliged to notify ICQA immediately of any change of address while I am enrolled in the course.
  - I understand my responsibilities regarding health cover and visas.
  - I understand that my personal information, including my contact details, course enrolment details and changes, and the circumstance of any suspected breach of my student visa condition, may be shared between ICQA and the Australian Government and designated authorities and the Tuition Assurance Scheme and the **ESOS** Assurance Fund Manager.
  - I agree that ICQA can share information about my course and progress with my parents/legal guardian and recruiting agent if I am under 18 years of age.
  - I understand that if I provide incorrect or incomplete information in my Enrolment Application Form, this may result in cancellation of my enrolment.
  - I recognize that it is my responsibility to provide all necessary documentation to support this application.
  - I authorize ICQA to obtain further information when necessary.
  - I am aware that, if I take school-aged dependents with me to Australia, such dependants are required to attend an appropriate year level for their age at a government or private school and I need to pay full fees to the school.
  - I understand the grounds on which the student's enrolment may be deferred, suspended or cancelled according to the International College of Queensland Australia's **policy** attached to the Offer Letter.
  - I understand the ESOS Framework found at: **ESOS Website** ([http://aei.gov.au/AEI/ESOS/QuickInfo/ESOS\\_FrameWork\\_pdf.pdf](http://aei.gov.au/AEI/ESOS/QuickInfo/ESOS_FrameWork_pdf.pdf))
  - I acknowledge ICQA may alter course timetables at any time without notice.
  - I have read, understood and agree to abide by these conditions of enrolment.
  - I understand that the start date and finish date may change due to the delay in the processing of my visa application or for other reasons, but that it will not affect the effectiveness of this acceptance of offer.
- I have read, understood and agree to abide by these conditions of enrolment.

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Signature

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Date

If the student is under 18, a parent or legal guardian needs to agree for the student to abide by these conditions of enrolment.

Family Name

Given Names

Relation to Student

Father

Mother

Legal Guardian

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Signature

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Date