

ACCESS LANGUAGE CENTRE, SYDNEY

'Access to Success'

2015 COURSE SUMMARY

COURSE	DESCRIPTION		TH & DATES	S FEES		TIMETABLE
GENERAL ENGLISH (GE)	 BEST FOR EVERYDAY COMMUNICATION Focus on everyday conversation and survival English Intensive Module Course for all English levels Six levels from Beginner to Advanced CEFR A0 to C2 	0.50	Students may start on any Monday	Super Intensive (25 hrs/wk) \$350/wk	Enrolment \$220	8:30am-9:30am 9:40am-11:10am
ACADEMIC ENGLISH (AE)	BEST FOR FURTHER STUDY • Focus on Academic use of English • Four levels from Pre-Intermediate to Advanced • Ideal preparation for progression to vocational courses, diploma and degree programs, some with direct entry from your ALC course • Pre-enrolment test available CEFR B1 to C2	2-52 weeks	Term start:** 2014-29-Dec 27-Jan 23-Feb 23-Mar 20-Apr	Intensive (20 hrs/wk)	Materials 2-8 wks: \$70 9-17 wks:	11:20am-12:50pm *1:30pm-2:30pm INTENSIVE 20 HOURS FACE TO FACE MONDAY TO FRIDAY 8:30am-9:30am
IELTS PREPARATION (IELTS)	BEST FOR IELTS EXAMINATION CANDIDATES Focus on English learning modes required for successful completion of the IELTS examination Reading, Writing, Speaking and Listening Lots of opportunities for practice tests Three levels from Intermediate to Advanced Pre-enrolment test available CEFR B1 to C2 	4-12 weeks	20-Apr 18-May 15-Jun 13-Jul 10-Aug 07-Sep 06-Oct	\$310/wk Mini Intensive (15 bro/wk)	\$140 18-30 wks: \$210 31+ wks: \$280	9:40am-11:10am 11:20am-12:50pm MINI INTENSIVE 15 HOURS FACE TO FACE MONDAY TO FRIDAY
BUSINESS ENGLISH (BE)	BEST FOR BUSINESS PROFESSIONALS Focus on use of English in a business context Three levels from Intermediate to Advanced Pre-enrolment test available CEFR B1 to C2 	4-15 weeks	02-Nov 30-Nov 29-Dec	(15 hrs/wk) \$270/wk		9:40am-11:10am 11:20am-12:50pm Student Visa holders are not eligible for Mini Intensive
CAMBRIDGE PREPARATION (FCE) (CAE)	GLOBALLY RECOGNISED ENGLISH COURSE • English language certificate course developed by Cambridge University-recognised worldwide • Lots of opportunities for practice tests • Entry levels: Upper-Intermediate for FCE, Advanced for CAE • Pre-enrolment test available • Timetable suitable for Work & Study CEFR B2 to C2	5 Jan to 13 Mar (10 weeks) FCE final Exam 13 Mar, CAE final Exam 14 Mar 16 Mar - 5 Jun (12 weeks) FCE final Exam 6 Jun, CAE final Exam 6 Jun 8 Jun - 14 Aug (10 weeks) FCE final Exam 20 Aug, CAE final Exam 21 Aug 7 Sep - 27 Nov (12 weeks) Examinat			Super Intensive (25hrs/wk): \$370/week Intensive (20 hrs/wk): \$330/week Enrolment Fee: \$220 Materials Fee: \$120 Examination Fee: FCE \$300 CAE \$300	
MORNING CLASSES TOO EARLY? WORKING DURING THE DAY? ENJOY 20 HOURS FACE TO FACE TEACHING IN THE EVENING!						
EVENING CLASSES	General English, IELTS Preparation Suitable for Student Vice Helders	2-52	Same as morning	Intensive (20 hrs/wk) \$260/wk	Same as morning	Monday to Friday 4:30pm - 5:50pm

 CEFR A0 to C2
 CEFR A0 to C2
 Courses
 Courses
 Courses
 Courses

 * Students may choose from electives including Conversation, Pronunciation, Grammar in Context, Writing Skills, Current Affairs, TOEIC preparation, English For Work etc.

weeks

as morning

** ALC courses run on 4-week terms with assessment every Week 4. Please note that the course content is varied in Week 4 and will include testing, feedback and possible extra-curricular activities.

Access Language Centre, Sydney is closed on Public Holidays 1/1, 26/1, 3/4, 6/4, 8/6, 3/8, 5/10, 25/12, 28/12.

The Evening Program will be closed from 21/12-25/12. Substitute holiday to be considered by the Australian Government.

All courses are offered subject to student numbers.

Suitable for Student Visa Holders







\$260/wk

as morning

6:00pm - 7:30pm

ENGLISH PLUS PROGRAMS

PROGRAM	Program Description	Length	Program Fees
INTERNSHIP	 Participate in unpaid professional work experience placement in your chosen industry Entry level is Upper-Intermediate/Advanced - Pre-enrolment test available Full applications must be received 3 months in advance 	4-24 weeks	Internship Placement Fee: 4-6 weeks: \$952, 7-12 weeks: \$124 13-24 weeks: \$1536
WORK & STUDY	This program provides a range of services to assist you in searching for paid work in Sydney Job Placement includes up to three interviews Entry level is Intermediate - Pre-enrolment test available Full applications must be received 2 months in advance, 8 wks min English course		Work and Study Job Placement Service: \$400
DEMI PAIR	 This program combines English classes with helping out an Australian family with childcare and light housework assistance Receive accommodation, meals and a weekly pocket allowance in exchange for approximately 20 hours childcare and light housekeeping duties per week Entry level is Intermediate/Upper-Intermediate - Pre-enrolment test available Full applications must be received 3 months in advance, 12 wks min English course 		Demi Pair Placement Fee: \$300 Demi Pair Bond Deposit: \$300 Homestay Deposit: \$520
OCEANIA LINK	K · Divide an English course between ACCESS in Sydney and Dominion in New Zealand . Pay only one Enrolment fee and receive a free one-way airfare to or from New Zealand weeks Contact us for		Contact us for further information on available program packages
STUDY TOURS	Available on requestPlease contact us	From 1week	on available program packages
	ACCOMMODATION OPTIONS		
Option	Accommodation Description		Fees
HOMESTAY FAMILY	 Students are billeted with a family in Sydney (approximately 30-50 minutes away from the school) An excellent way to improve your English and learn about Australian lifestyle and culture Friendly and safe family environment - ideal for students with limited travelling experience Available as Single Room or Twin Share (must be booked by two students travelling together) With meals (breakfast and dinner Mon-Fri and all meals on weekends) or room only (Single only) Many Australian families keep pets so this may not be the best option for students with allergies Families are not obliged to provide Internet access 2 weeks minimum stay Guardianship fee for underage students: \$45/week 		
STUDENT HOSTEL	 Live with other international students and travellers in a vibrant communal environment Suitable for more independent students or those with more travel experience Convenient Sydney City locations allows students to save on travelling expenses to and to 24 hour a day access - suitable for students with part-time after hours jobs with late finish Single or shared rooms available Shared bathroom and kitchen facilities 	Placement Fee: \$200 Single Room: From \$320/week Twin Share: From \$220/week Bond: \$150 (on arrival) (Price per person)	
STUDENT GUESTHOUSE/ RESIDENCE	Suitable for students seeking more luxury/comfort than hostels offer Convenient Sydney City locations allows students to save on travelling expenses to and from Access Wonderful way to meet new friends Wide range of guesthouse options, each with their own charming characteristics Available as Single, Twin/Double, Share Room All types of rooms have Internet access and TV 24 hour a day access with a live-in Manager 4 weeks minimum stay		

Accommodation is subject to availability • In the event that students request a change in accommodation after placement, an Accommodation Change Fee of \$100 will apply

OTHER FEES & CHARGES			
AIRPORT MEETING SERVICE	· Greeting at Sydney airport and delivery to your accommodation Ar · All inclusive price - no additional fees Delivery		
OVERSEAS STUDENT HEALTH COVER	 Student Visa Holders must have Overseas Stude Access Language Centre, Sydney can arrange t Only applies to Student Visa holders 		Single: From \$48/month Couple: From \$160/month Family: From \$371/month
LIVING IN SYDNEY			
TRANSPORT	• Students in Homestay Accommodation should allow around \$45 per week for transport to and from Access Monday to Friday		
MEALS	 Students should allow around \$8 -12 per day for lunch Students cooking their own meals should allow around \$120 per week for food 		
RECREATION	 Students should allow around \$100 per week for recreation and entertainment such as trips to the movies etc Access organises up to three extra curricular excursions each week to popular tourist attractions in Sydney 		
INSURANCE	ACCESS strongly recommends that students take out insurance on their possessions We strongly recommend that Tourist and Working Holiday Visa holders take out health insurance for the duration on their stay		
SCHOOL AGE DEPENDENTS	• It is Australian law that students travelling with school age dependents must pay full fees for their primary and secondary education if these dependents attend Australian schools		
CLIMATE		utumn (March to May) 11°C - 24°C pring (September to November) 11°C - 24°C	

Access Language Centre, Sydney reserves the right to change any of the information contained in this form at any time • All prices are in Australian Dollars and subject to change. 72 Mary St Surry Hills Sydney NSW 2010 Australia • Tel: +61 2 9281 6455 • Fax: +61 2 9281 7455 • www.access.nsw.edu.au • ABN 52 004 012 695 • CRICOS Provider Number 01738E



Complete and return to 72 Mary Street Surry Hills, SYDNEY NSW 2010 AUSTRALIA Telephone: (61-2) 9281 6455 CRICOS Provider Code: 01738E Email: english@access.nsw.edu.au

Access Language Centre, Sydney

Enrolment Form

THE ST	UDENT		
Family Name	Name of Emergency Contact Person		
Given Names	Visa Type		
Postal Address in home country	Visa Apply Location		
	Date of Birth / / day month Year		
	Sex (tick 🖌) Male 🗌 Female 🗌		
Talankana	Occupation		
Telephone IDD Area Code Tel	Passport Number		
	(Please provide / attach copy)		
E-mail	Phone number in Sydney (if known)		
	Address in Sydney (if known)		
Nationality Country of Birth			
Emergency Contact Number/s IDD Area Code Tel	Describe your level of English (tick 🗸) Beginner — Pre-Intermediate — Advanced		
THE CC			
Starting Date / / year	English Plus Programs: Internship Weeks		
Number of Weeks	Work & Study		
Super Intensive English (25hrs/wk)	Demi-Pair		
Intensive English (20hrs/wk)	Other		
Mini Intensive (15hrs/wk)	Do you plan to study in Australia after you finish your		
Evening Intensive English (20hrs/wk)	English Course? (tick 🗸) Yes 🗌 No 🗌		
Which course are you interested in? (tick ✔)	Institution		
General English Business English Academic English Cambridge FCE Preparation	Where did you hear about ACCESS? Which agent did you use?		
IELTS Preparation			
АССОММ	ODATION		
Do you need us to find accommodation for you? Yes No	Do you have any allergies? Yes No		
If yes, how many weeks? weeks	Are you allergic to pets? Yes No		
If yes, which type of accommodation?	List your interests and hobbies		
HOMESTAY FAMILY ACCOMMODATION	HOSTEL / LODGE ACCOMMODATION		
Single Room with Meals Shared Room* with Meals	Single Room Twin Share		
* (Only available for students travelling together) Single Room Only Shared Room* Only	STUDENT GUESTHOUSE / RESIDENCE		
Do you have any special needs? Please specify	Single Room Double/Twin Share Room		
(Includes dietary, medical, religious, etc.)	Do you need the airport meeting service?		
	Arrival Departure No		
Do you smoke ? Yes No	If known, list your airport arrival flight details		

			FE	ES		
I	enclose payment for AU\$		Enrolment I	-ee		
			Tuition Fee	(weeks)		
			Materials I	Fee		
			Exam Fee			
				ation Placement Fee		
			Accommod			
			Guardiansh			
				ting Service Fee ical Insurance Fee Do you need OSHC ? Yes No No		
			(mo			
			Work & Stu	dy Program Fee		
			Internship F	Placement Fee		
			Demi-Pair F	Placement Fee		
			Demi-Pair B	Bond		
	TOTAL					
			ноw то	ENROL		
2.	ALC will send you a letter of accept When ALC receives back the signer (ALC will send you the credit card p	ance, enrollment agree d enrollment agreemen ayment authority), or vi	ment (stude t (student vi a electronic	age Centre (hereinafter referred to as ALC). nt visa) and invoice upon acceptance of your enrollment by ALC. sa), fees can be paid either via credit card, <u>Mastercard or Visa only</u> transfer to the bank listed below. (surcharge fee may apply) Dollars made payable to Access Language Centre.		
	Account name: Access Langua BSB (Branch No.) 082-356 A Bank address: 85-95 Marrickvil	ccount no.: 686834690) Bai	ift Code: NATAAU 3302S nk name: National Australia Bank Branch name: Marrickville ralia		
	Please make sure that the stude	nt name and ID No. Are	e included a	s the reference on the transfer, so ALC can trace the money received.		
5. 6. 7.	 When your payment is confirmed and if you are applying for a student visa ALC will then issue an Electronic Confirmation of Enrolment Letter (eCoE) for the purpose of applying for the student visa. Contact the nearest Australian Embassy or Consulate to find out the correct procedure for applying for your type of visa. Send your full flight details or travel arrangements to ALC. Homestay or Hostel details will be forwarded to you once payment and bookings have been confirmed within 4 weeks of the commencement date. Airport meeting service details will be confirmed on receipt of flight details. <u>Neither service (Accommodation or Airport Meeting) will be provided without full payment and arrival details.</u> If your first choice of accommodation is not available, ALC will arrange an alternative accommodation until the first choice is available. If the course enrolled in is 24 weeks of study or less, ALC offers one study period. If the course is more than 24 weeks of study, ALC offers a first study period of 12 weeks and from the second study period composed of 24 weeks of study periods (minimum 12 weeks and maximum 30 weeks). Within a 30 week study period composed of 24 weeks of study, the student can elect to take a scheduled study break of up to 6 weeks, subject to the student's study plan and government regulations. 					
	of up to 6 weeks, subject to the stud			REFUND POLICY		
÷	Notices of cancellation are not effect			ved by Access Language Centre (hereinafter referred to as ALC).		
•	 All refunds are in Australian dollars. If you must withdraw from a course because the Australian Government will not issue you with a visa, tuition fees will be refunded in full on presentation of the letter from the relevant Australian authority stating that the visa application has not been successful. If you withdraw from the course for any other reason and notify ALC in writing 28 days or more before the course begins, 90% of tuition fees will be refunded. 					
	 If you withdraw from the course less than 28 days before the course begins, an amount no greater than 8 weeks tuition fees will be retained by ALC If you withdraw after you have started your course, no tuition fees will be refunded. A cancellation fee equivalent to two weeks homestay fee will apply if less than 4 weeks notice is given for cancelling homestay either before the course tests of the course for the course. 					
•	 course starts or after the course has started. In all cases above, the enrolment fee, the accommodation placement fee and other service fees are not refundable. In such cases above, the refund will be made within 4 weeks of ALC's receipt of written notification as per the ESOS Act 2000. Bank charges are deducted from the refund. 					
	 ALC adheres to the policy of refunding fees to the person who originally paid the fees. If you appoint your agent for this enrolment process and your agent pays the fees to ALC on your behalf, the refund will be made to your agent. However, ALC will consider onshore refund payments the student If your agent agrees, In either case this is determined at the discretion of the Principal Executive Officer of ALC. Tuition fees are not transferable. 					
•	 Under the ESOS Act 2000 Amended, from 1st July 2012 if the course is more than 24 weeks 50% of the course tuition fees will be payable before the course start date and the remaining 50% will be payable 2 weeks before the start of the second study period. If the student wishes to pay the total course tuition fees in order to save international bank fees, ALC can receive the payment and will keep 50% of the course tuition fees in credit for the student until 2 weeks before the start of the second study period. If ALC cancels any course before its commencement, tuition fees will be refunded in full within 2 weeks of notification of cancellation as per the 					
•	 ESOS Act 2000. If ALC terminates any course after the course commencement date, ALC will arrange for the transfer of the student to another institution offerin a similar course at no extra expense to the student or refund the student the unused portion of the tuition fees if ALC can not arrange the transfer within 2 weeks of the course termination. The refund will be made within 2 weeks of notification of termination as per ESOS Act 2000. If ALC cancels a student's course enrolment and eCoE due to the student's default such as failure to start the course on the agreed ourse stat date, failure to pay the tuition fee on the due date, failure to maintain 80% attendance, failure to make academic progress, failure to comply wit visa conditions or misbehaviour, no tuition fees will be refunded. 					
A d c	RIEVANCE STATEMENT LC has in place appropriate arrangem ispute resolution, However, these disp ircumscribe your right to pursue other l ght to be represented by a nominee of	ute resolution processes legal remedies and you h	do not	I understand and agree with the Access Language Centre, Sydney enrolment, cancellation & refund policy (to be signed		

ALC PRIVACY STATEMENT For all student visa holders, information provided by the students to ALC may be made available to Commonwealth and State agencies and the director of the Tuition Protection Service (TPS), pursuant to the ESOS Act 2000 amended and the National Code. ALC is required under this act to report to the relevant government department certain changes to the student visa conditions relating to attendance or satisfactory academic performance.

by parent / guardian if the student is under 18 years of age)

Signed....

.. Date....