

2019 Course Dates and Fees - Full Fees



ITEM	Brisbane (BNE)		Gold Coast (GC)		Sydney (SYD)			
Enrolment fee, for all courses	\$	255	\$	255	\$	255		
Material fee *	\$ 18 per week		\$ 18 per week		\$ 18 per week			
* Including Internet, handouts and books. Students are entitled to one text book for every 10 weeks of study. There is no maximum Material fee charged.								
COURSES								
UFO ENGLISH Full time (intensive English)	CRICOS CODE 074240E		CRICOS CODE 074240E		CRICOS CODE 094247K			
25 hours per week (including 20 hours UFO + 3 hours of optional workshops + 2 hours of activities)	Price per week		Price per week		Price per week			
1 - 4 weeks	\$	430	\$	430	\$	430		
5 - 12 weeks	\$	420	\$	420	\$	420		
13 - 23 weeks	\$	410	\$	410	\$	410		
24 + weeks	\$	395	\$	395	\$	395		
UFO ENGLISH Part time - 15 hours per week : 1-17 weeks	\$	360	\$	360	\$	360		
CAMBRIDGE CLOSED COURSES	BNE & GC CRICOS CODES 054051J (FCE), 054053G (CAE) & 054054F (CPE), SYD CRICOS CODES 094250D (FCE), 094251C (CAE) & 094252B (CPE)							
First Certificate of English & Certificate in Advanced English - 10 week course	\$	4,300	\$	4,300	\$	4,300		
First Certificate of English & Certificate in Advanced English - 12 week course	\$	5,160	\$	5,160	\$	5,160		
Certificate of Proficiency in English - 10 week course	\$	4,600	-	-	-	-		
Certificate of Proficiency in English - 12 week course	\$	5,520	\$	5,520	\$	5,520		
Compulsory exam fees - paper-based exams	FCE \$410 CAE \$415 CPE \$435		FCE \$410 CAE \$415 CPE \$435		FCE \$410 CAE \$415 CPE \$435			
Cambridge exam dates can be viewed here:	http://www.langportssenglishexams.com/Cambridge-2019							
Cambridge retreat (includes 1 day of activities, transport and food)	\$	145	\$	145	\$	145		
CAMBRIDGE FLEXI	BNE & GC CRICOS CODES 093537G (FCE), 093536J (PET), SYD CRICOS CODES 094256J (FCE), 094255K (PET). CAE available to students on Working Holiday & Visitor visas only.							
4 - 10 week course - PET, FCE and CAE levels	See UFO English prices							
Exam fees (not compulsory) - paper-based exams	FCE \$410 CAE \$415 CPE \$435		FCE \$410 CAE \$415 CPE \$435		FCE \$410 CAE \$415 CPE \$435			
Cambridge exam dates can be viewed here:	http://www.langportssenglishexams.com/Cambridge-2019							
IELTS	CRICOS CODE 093534M		CRICOS CODE 093534M		CRICOS CODE 094253A			
5 week course	\$	2,100	\$	2,100	\$	2,100		
EAP - ENGLISH FOR ACADEMIC PURPOSES	CRICOS CODE 074241D		CRICOS CODE 074241D		CRICOS CODE 094249G			
6 week program - 1 x 6 week module	\$	2,520	\$	2,520	\$	2,520		
12 week program - 2 x 6 week modules	Students must take 12w to access Direct Entry Pathway	\$	5,040	\$	5,040	\$	5,040	
TOEIC Plus	CRICOS CODE 073273D		CRICOS CODE 073273D		CRICOS CODE 094248J			
5 week course	\$	2,100	\$	2,100	\$	2,100		
Exam fees including official score certificate (exam not compulsory)	\$	180	\$	180	\$	180		
PRIVATE TUITION	Minimum of 5 hours	\$ 120 per hour		\$ 120 per hour		\$ 120 per hour		
PLATINUM PROGRAM	This price includes the Enrolment Fee, Materials Fee, Tuition fee & Activities as per the calendar. Accommodation is not included.	1 week \$1,300	2 weeks \$2,220	3 weeks \$3,100	-	-		
COMMUNITY ENGAGEMENT PROGRAMS								
ENGLISH + DEMI-PAIR PLACEMENT FEE - to be combined with a minimum of 12 weeks of English	\$950		\$950		\$950			
*** The airport pick-up is included in the demi-pair placement fee								
ENGLISH + INTERNSHIP - to be combined with a minimum of 4 weeks of English	Payment for the course + internship must be made before we start the placement process							
WORK EXPERIENCE PLACEMENT FEE	4 or 6 weeks \$720		4 or 6 weeks \$720		4 or 6 weeks \$720			
	8 or 12 weeks \$800		8 or 12 weeks \$800		8 or 12 weeks \$800			
PROFESSIONAL PLACEMENT DEPOSIT	(additional fees will apply)	\$1,000 deposit		\$1,000 deposit		\$1,000 deposit		
ENGLISH + VOLUNTEERING PLACEMENT FEE	(additional fees may apply)	\$	250	\$	250	\$	250	
ACCOMMODATION & TRANSFERS								
Accommodation placement fee	\$	255	\$	255	\$	255		
HOMESTAY **** - Minimum 4 weeks, unless the course is 1, 2 or 3 weeks long	Per week	Extra night	Per week	Extra night	Per week	Extra night		
****Students can enter homestay no earlier than the weekend (Friday evening - Sunday) before their course start date, and must leave the weekend after their course finishes (Saturday - Sunday)								
Homestay Deluxe	\$	310	\$	45	\$	350	\$	50
Homestay Family	\$	275	\$	40	\$	300	\$	43
Homestay Under 18	\$	325	\$	47	\$	350	\$	50
Homestay Self-cater	\$	210	\$	30	\$	250	\$	36
Christmas fee - for students staying in homestay over the Christmas holidays	\$	65	\$	-	\$	65	\$	-
Holding fee - required if the student wishes to hold onto their room while they travel	\$	50	\$	-	\$	50	\$	-
STUDENT HOUSES - view our options and download our prices here:	http://bit.ly/LPSA-BNE2019		http://bit.ly/LPSA-GC2019		http://bit.ly/LPSA-SYD2019			
AIRPORT TRANSFER								
Brisbane Airport to Brisbane	\$	115	\$	-	\$	-		
Gold Coast Airport to Gold Coast	\$	-	\$	120	\$	-		
Brisbane Airport to Gold Coast	\$	-	\$	170	\$	-		
Gold Coast Airport to Brisbane	\$	200	\$	-	\$	-		
Sydney Airport to Sydney	\$	-	\$	-	\$	155		
Late night arrival surcharge (flight landing between 10.00pm and 6.00am)*****	\$	40	\$	40	\$	40		
***** If flight details are unknown at time of invoicing, the surcharge can be paid on arrival in school.								
If the first transfer is missed, the 2nd transfer will be charged at the normal rate, less 20% discount								
FOR UNDER 18 STUDENTS: Pick up & Return transfer compulsory for Under 18 students staying with a Langports Homestay Family. This is calculated at the normal cost of a transfer x 2. If Check-in Assistance for under 18 students is required this can be provided for a set fee of \$50.								
OSHC - Overseas Student Health Cover by Allianz Global Assistance								
https://www.oshcallianzassistance.com.au/about_oshc.aspx								
Please note that OSHC is required by Australia's immigration Authorities (DIBP) for all student visa applications and must cover the period of the visa (usually 1 week prior to the course start date and 1 month / 4 weeks after the course finish date).								
	Single	TBC	Single	TBC	Single	TBC		
	Dual Family	TBC	Dual Family	TBC	Dual Family	TBC		
	Multi Family	TBC	Multi Family	TBC	Multi Family	TBC		
ADMINISTRATIVE FEES								
Accommodation change fee (charged after 1 free change)	\$	100	\$	100	\$	100		
Refund processing fee	\$	25	\$	25	\$	25		
Certificate re-issue fee	\$20 (scanned)	\$50 (posted)	\$20 (scanned)	\$50 (posted)	\$20 (scanned)	\$50 (posted)		

Course	Brisbane (BNE)	Gold Coast (GC)	Sydney (SYD)
UFO ENGLISH * Tuesday if Monday is a public holiday Week 1 dates (recommended for beginners & students who wish to commence from Week 1 of the curriculum)	Every Monday*	Every Monday*	Every Monday*
	31 December 2018 11 March 2019 20 May 2019 29 July 2019 8 October 2019		
CAMBRIDGE FCE closed courses	7 Jan (10w) 18 Mar (12w) Exam 15 Mar Exam 11 Jun 9 Sep (12w) - Exam 3 Dec -	7 Jan (10w) 18 Mar (12w) Exam 15 Mar Exam 11 Jun 9 Sep (12w) - Exam 3 Dec -	7 Jan (10w) 18 Mar (12w) Exam 15 Mar Exam 11 Jun 9 Sep (12w) - Exam 3 Dec -
CAE closed courses	7 Jan (10w) 18 Mar (12w) Exam 16 Mar Exam 12 Jun 9 Sep (12w) - Exam 4 Dec -	7 Jan (10w) 18 Mar (12w) Exam 16 Mar Exam 12 Jun 9 Sep (12w) - Exam 4 Dec -	7 Jan (10w) 18 Mar (12w) Exam 16 Mar Exam 12 Jun 9 Sep (12w) - Exam 4 Dec -
CPE closed courses	31 Dec (10w) 18 Mar (12w) Exam 9 March Exam 13 June	9 Sep (12w) - Exam 5 Dec -	18 Mar (12w) - Exam 13 June -
CAMBRIDGE FLEXI * Tuesday if Monday is a public holiday	Every Monday*	Every Monday*	Every Monday*
IELTS - 5 weeks & TOEIC PLUS - 5 weeks	31 Dec 4 Feb 11 Mar 15 Apr 20 May 24 Jun 29 Jul 2 Sep 8 Oct 11 Nov	31 Dec 4 Feb 11 Mar 15 Apr 20 May 24 Jun 29 Jul 2 Sep 8 Oct 11 Nov	31 Dec 4 Feb 11 Mar 15 Apr 20 May 24 Jun 29 Jul 2 Sep 8 Oct 11 Nov
EAP - 12 weeks 6 week program - 1 x 6 week module A or B 12 week program - 2 x 6 week modules A and B Students must complete the 12 week course to access Direct Entry Pathways	31 Dec (A) 11 Feb (B) 25 Mar (A) 7 May (B) 17 Jun (A) 29 Jul (B) 9 Sep (A) 21 Oct (B)	25 Mar (A) 7 May (B) 9 Sept (A) 21 Oct (B) - - - -	31 Dec (A) 11 Feb (B) 25 Mar (A) 6 May (B) 17 Jun (A) 29 Jul (B) 9 Sep (A) 21 Oct (B)
PLATINUM PROGRAM	7 Jan (1-3w) 14 Jan (1-3w) 21 Jan (1-2w) 28 Jan (1w)	-	-
PUBLIC HOLIDAYS 2019	01 Jan 28 Jan 19 Apr 22 Apr 25 Apr 6 May (BNE & GC) 10 Jun (SYD) 5 Aug (SYD) 14 Aug (BNE) 1 Sept (GC - TBC) 7 Oct		
HOLIDAYS 2019-2020	Langports will be closed for 1 week from 23-Dec-18 to 27-Dec-18 and will re-open on Monday 30-Dec-18. There will be a public holiday again on Wednesday 01-Jan-2020		

Cost of Living

The Australian government recommends you budget around \$1660 per month for living costs. This includes your food, transport, accommodation and other living expenses.

Students who have any school-aged dependants accompanying them will be required to pay full fees at a private or government school in their city of residence.

Payment

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.

Payment can be made by Bank Draft or International Telegraphic Bank transfer. Bank account 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.

Transfer between Langports English Language College Brisbane & Gold Coast and Langports Sydney

Langports English Language College and Langports Sydney 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. Only one enrolment fee and accommodation placement fee will be charged. If a student cancels the second campus enrolment but extends their stay in the first campus for the same number of weeks, there is no cancellation fee. However, if a student cancels their second campus and leaves Langports early then the Cancellation and refund policy will apply.

If a student has commenced their course and wishes to transfer campuses, they must give 2 weeks' notice in order to transfer and study at least 4 weeks in the next school. However, students studying a closed course are unable to transfer campuses during the closed course. The following conditions will apply:

- Transfers can only be made if there is space in the new location
- Students must have an overall attendance rate of 80% or higher to be considered for a transfer
- Transfers can only be processed and confirmed if the student has no outstanding fees.
- For some transfers, fee differences between the campuses may apply – for example, some additional charges if the new campus is a higher price or a refund could apply if the new campus has a lower price. If the student enrolled at Langports English Language College Brisbane or Gold Coast or Langports Sydney with a promotion that was only applicable at one campus, then they will need to pay the difference in fees between the promotional rate and the standard rate for that country for the remainder of their enrolment in the new campus. If the student has enrolled under last year's prices but now wants to transfer to another campus then the current year's prices (published or market price) will apply.
- Any accommodation placement fee will be 50% of the normal fee if there has been no extension of enrolment weeks – minimum 4 weeks.

- If a student completes the transfer paperwork and the transfer is processed, but then the student changes their mind and stays at the original campus a processing fee of \$100 will be charged.
- If a student undertakes a transfer but then wishes to return to the original campus without extending their enrolment then they will incur an admin charge of \$100 and an accommodation placement fee will apply if applicable. If the student is extending their enrolment to do this then the admin fee does not apply.
- There must be a minimum of a 4 week enrolment extension in each new campus in order to receive a \$100 travel voucher

How do I Enrol?

To enrol with Langports English Language College or Langports Sydney 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 <https://internationaleducation.gov.au/regulatory-information/pages/regulatoryinformation.aspx>
3. Read the terms and conditions and complete the Enrolment Form. **Please don't forget to sign it!**
4. Send the Enrolment Form to your agent in your country or send it to:
*Langports
GPO Box 3213 Brisbane
Queensland 4001 Australia
email: info@langports.com*
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. We 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.

 Global Assistance	 PETERPANS BACKPACKER WORLD TRAVEL
Langports would like to thank its sponsors for their contribution and support	

Enrolment Form

Brisbane (BNE)
 Gold Coast (GC)
 Sydney (SYD)
 Please print in English and complete all sections



Personal Details

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



Course Details - Which course do you wish to study?

UFO English Full time (25 hrs p/w incl. 20hrs UFO Classes, 3 hrs optional workshops & 2hrs optional activities)
If you are enrolling in a course for more than 30 weeks or one of our closed courses, please send a pre-test with your enrolment. Part time (15 hrs p/w)
IELTS IELTS 5 weeks IELTS 10 weeks
Cambridge FCE CAE CPE (Exam & Retreat Compulsory)
Cambridge Flexi PET Flexi FCE Flexi CAE Flexi Exam _____
English for Academic Purposes EAP 6 weeks EAP 12 weeks (Direct Entry Program for Pathways)
 IELTS Score required _____ University or Pathway Institute _____
TOEIC Plus TOEIC Plus 5 weeks Exam _____
Platinum Program 1 week 2 weeks 3 weeks
Course 1 start date: Day Month Year **Course length:** Weeks **Campus:** BNE GC SYD
Course 2 start date: Day Month Year **Course length:** Weeks **Campus:** BNE GC SYD
Course 3 start date: Day Month Year **Course length:** Weeks **Campus:** BNE GC SYD
 For 26+ weeks of UFO English tuition fees can be paid all in advance or by 2 x 50% instalments. Please tick: 1 invoice 2 invoices
Community Engagement Programs Demi-pair Internship Volunteering



Accommodation

Would you like us to arrange accommodation for you? Yes No
Type of Accommodation: Homestay Deluxe Family Self-cater
(Under 18s must choose Family Homestay) Student Accommodation Single Room Twin Room (please note that options are subject to availability)
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:** _____
Under 18s must book return transfers. When booking transfers, 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 our 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.
Signature*: _____ **Date:** Day Month Year
*Parent or Guardian if the student is under the age of 18.

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%.
- Material fee includes: Internet, handouts and books. Students are entitled to one text book for every 10 weeks of study. Where a student exceeds the number of text books included in their package, additional books may be bought or borrowed. There is no maximum Material fee charged.

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 25 weeks or less, including study programs of 25 weeks or less made up of separate courses (with individual CRICOS course codes), one invoice will be issued with a Letter of Offer and Enrolment Acceptance (EA). 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 26 weeks or more will be issued with two invoices covering the full study program with their Letter of Offer and EA. Each invoice will include the tuition fees cost for each half of the study program. Students have the following choice in regards to payment:

- a) They may, if they wish, pay the full amount of both invoices or
- b) They may, if they wish, pay only the first invoice to receive the eCOE and the second invoice will be due for payment no later than 8 weeks after the commencement of their course.

In both cases the EA must be signed by the student or their legal guardian, if under 18 years of age, and returned with the appropriate payment. A Confirmation of Enrolment and an eCOE will then be issued for the visa application.

The student will not be allowed to continue their study program if the second invoice has not been paid by the due date, ie 8 weeks after the commencement of their course. This may result in their eCOE being shortened and being 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 at one or more of Langports' campuses. If a study program consists of 26 weeks or more of UFO English, the program will be split into 2 study periods of 50% of the total study program for the purposes of payment, however, student can pay 100% of their tuition fees in advance if they so choose. Requests for refunds due to cancellation will only be considered in the context of the whole study program and not for individual courses, campuses 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 will apply to all refunds and a further \$25 administration fee will apply to any refunds made through international bank transfers (total \$50).

Homestay 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.

Student Accommodation Cancellation

- Each provider of student accommodation has a different policy. These are available on our website and will be on your offer letter.

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.

Deferring, Suspending or Cancelling Students' enrolments

Students must start their course on the allocated start date unless they provide a minimum of one week's notice in writing to defer their course. If notice is less than one week or a student does not show up on the designated start date, Langports will charge one week's tuition fee and the course will not be extended by the time lost. If notice of deferral is not received within 48 hours of course commencement, the course will be cancelled. Students can only defer their start date once without

penalty. 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 for students on a student visa.

Students may also defer their accommodation. However, more notice must be provided by the student and or agent. For homestay, 2 weeks' notice is required to defer without charges. Student Accommodation providers may not be able to defer bookings due to availability. If Langports is provided with at least 2 weeks' notice, we can do our best to defer the booking, but it cannot be guaranteed, nor can we guarantee to maintain the price that was originally offered. If the accommodation cannot be deferred to the same provider, the cancellation policy of the accommodation option will apply.

Langports may suspend or cancel a student's enrolment due to extenuating circumstances or for breaches of the Student Code of Conduct (available in the Student Information Booklet). If this occurs Langports will inform the student of its intention to notify DEEWR, via PRISMS, of the change of enrolment status. The student has 20 working days in which to access Langports' internal complaints and appeals process.

If the student chooses to access Langports' appeals process, Langports must maintain the student's enrolment until the internal appeals process is completed (and has supported Langports' intention to suspend or cancel the student's enrolment). To 'maintain the student's enrolment' means Langports does not notify DEEWR of any change to the student's enrolment status through PRISMS.

The student may choose to access an external appeals process as per Langports policy, but Langports does not have to wait for the outcome of an external appeal before notifying DEEWR of the change to the student's enrolment status.

'Extenuating circumstances' relating to the welfare of the student that would allow Langports to cancel or suspend their course, may include, but are not limited to the following: The student refuses to maintain approved care arrangements (only for students under 18 years of age); is missing; has medical concerns, severe depression or psychological issues which lead the provider to fear for the student's wellbeing; has engaged or threatens to engage in behaviour that is reasonably believed to endanger the student or others; or is at risk of committing a criminal offence. Any claim of extenuating circumstances will need to be supported by appropriate evidence. Students should be aware that deferral, suspension or cancellation of his or her enrolment may affect his or her student visa.

Transfers to another Provider

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.

Other Conditions of Enrolment

- Students are required to notify Langports of any change of local address, while enrolled in a course, within 7 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, as well as our internship or demipair provider if required.
- 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.
- Entry to the following Langports' courses require a pre-requisite level of English: EAP, IELTS, TOEIC Plus, Cambridge FCE, CAE and CPE and Cambridge Flexi (PET, FCE & CAE Flexi). Courses will not be confirmed until a pre-test has been completed and the student reaches the correct entry level.
- 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.
- If students wish to change from a regular course (UFO English, Cambridge, IELTS, EAP or TOEIC) to private tuition, this will count as a cancellation of their original course and fees cannot be transferred.
- If students wish to upgrade their course from UFO English, Cambridge Flexi, IELTS, EAP or TOEIC to a closed Cambridge Course, they must pay the increased fees for Cambridge tuition plus the exam and retreat.
- 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. If a student fails to abide by the Langports Code of Conduct including the under 18 requirements, they may be liable for course termination and expulsion, in which case, there will be no refund of tuition fees
- 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://internationaleducation.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.

CrICOS Codes

Langports English Language College 02630J - Brisbane & Gold Coast
Langports Sydney 03570G - Sydney