Enrolment form 2026

LANGPORTS

☐ Brisbane (BNE) ☐ Gold Coast (GC)

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)

Contact Details

Address in home country: (Required in case of emergency - please provide these important details)

Telephone: **Email:**

Address in Australia: (if known)

Telephone:

Visa Details

Visa: ☐ Student (CoE required: ☐ Yes ☐ No) ☐ Visitor ☐ Working Holiday ☐ Other

OSHC Required? (Student Visa students only) ☐ Yes: ☐ Single ☐ Couple ☐ Family ☐ No

Course Details

Course		Start Date	Course length	School
UFO English	☐ Full time (20h/week) ☐ Part time (15h/week**)	Day ☐☐ Month ☐☐ Year ☐☐☐☐	☐☐ weeks	☐ BNE morning timetable** ☐ BNE afternoon timetable* ☐ GC
IELTS	☐ 5 weeks ☐ 10 weeks	Day ☐☐ Month ☐☐ Year ☐☐☐☐	☐☐ weeks	☐ BNE afternoon timetable only ☐ GC
Cambridge	☐ FCE ☐ CAE ☐ CPE	Day ☐☐ Month ☐☐ Year ☐☐☐☐	☐☐ weeks	☐ BNE morning timetable only ☐ GC
Cambridge Flexi	☐ PTE Flexi ☐ FCE Flexi ☐ CAE Flexi ☐ Exam___	Day ☐☐ Month ☐☐ Year ☐☐☐☐	☐☐ weeks	☐ BNE morning timetable only ☐ GC
TOEIC Plus	☐ 5 weeks ☐ Exam___	Day ☐☐ Month ☐☐ Year ☐☐☐☐	☐☐ weeks	☐ BNE afternoon timetable only ☐ GC
EAP	☐ 6 weeks ☐ 12 weeks***	Day ☐☐ Month ☐☐ Year ☐☐☐☐	☐☐ weeks	☐ BNE afternoon timetable only ☐ GC
General English (Evening)	☐ Full time (20h/week)	Day ☐☐ Month ☐☐ Year ☐☐☐☐	☐☐ weeks	☐ GC ONLY onshore students or offshore Brazilian students only
Junior Holiday Program	weeks Please refer to the program flyer.	Day ☐☐ Month ☐☐ Year ☐☐☐☐	☐☐ weeks	☐ GC ONLY
Junior Holiday Academic Program	weeks Please refer to the program flyer.	Day ☐☐ Month ☐☐ Year ☐☐☐☐	☐☐ weeks	☐ BNE ONLY

Job Ready Training Program (only at Langports Gold Coast) ☐ 2 weeks Day ☐☐ Month ☐☐ Year ☐☐☐☐

Community Engagement Programs ☐ Demi-pair ☐ Internship ☐ Volunteering

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

*Select preferred timetable - please note we cannot guarantee your preferred choice **Not available for students under 18 years old ***Direct Entry Program for Pathway

Structured Break*

1st break: **From:** Day ☐☐ Month ☐☐ Year ☐☐☐☐ **To:** Day ☐☐ Month ☐☐ Year ☐☐☐☐ **Total weeks:** ☐☐

2nd break: **From:** Day ☐☐ Month ☐☐ Year ☐☐☐☐ **To:** Day ☐☐ Month ☐☐ Year ☐☐☐☐ **Total weeks:** ☐☐

*Conditions apply to the break structure. Langports reserves the right to approve or not the proposed study break. Please contact us for more information

English Level

Previous exam taken? **Name:** _____ **Score:** _____ **Date:** Day ☐☐ Month ☐☐ Year ☐☐☐☐

Further Study

Pathway: Pathway Institution IELTS score required _____ Intented further study commencement date:

Degree level _____ Day ☐☐ Month ☐☐ Year ☐☐☐☐

Accommodation

Would you like us to arrange accommodation for you? ☐ Yes ☐ No

Type of accommodation:
(Under 18s must choose Family Homestay)

☐ **Homestay:** ☐ Family ☐ Family +* ☐ Self-cater

☐ **Student Accommodation**

☐ Single Room
☐ Twin Room

Preferred accommodation name: _____
(please note that options are subject to availability)

Date in: **Date out:** **Number of weeks:** **Additional Nights:**

For homestay, 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 the students can stay for that period.

Would you like to stay with a family with children? ☐ 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.)**

Do you suffer any allergies or medical conditions?(please specify)

Please note: that accommodation type will be subject to availability. Special meal or dietary requests may incur an additional surcharge.
*Family Homestay + is not guaranteed to be available and students must be willing to stay in a different type of accommodation if necessary.

Airport Greeting Service

Do you wish to be transferred to and from the airport? ☐ Brisbane (BNE) ☐ Gold Coast (OOL)

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 transfered to at least 14 days before you arrive. Airport transfer is mandatory for all Gold Coast accommodation bookings.
Late arrival and early departure surcharge applies (flight landing between 10pm and 6am or flights needing a pick up / transfer between 10pm and 6am). If flight details are unknown at time of invoicing, the surcharge can be paid on arrival in school)

How did you hear about our college?

☐ Friend or past student ☐ Facebook / Social Media ☐ Educational Agent ☐ Website ☐ Other

Name of source

Payment methods

☐ Bank transfer ☐ Credit / Debit card ☐ Flywire

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.
- Any late payments may incur a late fee of $200.00
- Multiple COE changes, course changes or holiday changes (more than 1) may incur charges of $50 per additional COE change.
- All transactions by Mastercard or Visa credit cards will incur a surcharge of 3%.
- Any bank fees incurred in transferring student fees must be covered by the student.

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 withtwo 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 be 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 Home Affairs (DHA) 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, accommodation placement or payment plan fee. If the student has not paid an enrolment fee then the value of the
enrolment fee will be withheld from any refund.

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 organisation who paid the fees in the first place. Students must sign a refund authorisation form for the refund to be paid through the agent.

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 (including any subsequent visa rejections).
- Cancellations as a result of visa rejection by the Australian Immigration authorities will be eligible for a refund of fees, subject to Clause 1, 2 and 3 providing that proof of visa rejection has been provided to Langports within 2 weeks of the notice of visa rejection.
- A $30 administration fee will apply to all refunds and a further $30 administration fee will apply to any refunds made through international bank transfers (total $60).

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 tuition refund service for international students affected by such provider closures.

Failure of a student to abide by the Code of Conduct may result in the student being suspended or expelled. In the event that a student is expelled there will be no refund of fees. The following steps must be taken before imposing a suspension or cancellation,

- inform the overseas student of that intention and the reasons for doing so, in writing.
- advise the student of their right to appeal through the Langport's internal complaints and appeals process, in accordance with Standard 10 (Complaints and appeals), within 20 working days.

When there is any deferral, suspension or cancellation action taken under this standard, Langports will:
- inform the overseas student of the need to seek advice from Immigration on the potential impact on his or her student visa
- report the change to the overseas student's enrolment under section 19 of the ESOS Act.

The suspension or cancellation of the overseas student's enrolment under Standard 9.3 cannot take effect until the internal appeals process is completed, unless the overseas student's health or wellbeing, or the wellbeing of others, is likely to be at risk.

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 deferment 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.

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. When a student transfers to another provider under any other circumstances, Langports Refund & Cancellation policy will apply.

Holiday policy
- Students on a tourist visa or Working Holiday Visa will not normally be eligible for a holiday once they have started their course at Langports, unless there are exceptional circumstances or where there has been a pre-agreed arrangement made at the time of nrolment (pre-approved course break).
- Students on a student visa should have completed 12 weeks of study before they are eligible for a holiday, unless there are exceptional circumstances or where there has been a pre-agreed arrangement made

at the time of enrolment (pre-approved course break). For students on a student visa, the policy is 1 week of holiday for every 12 weeks of study.
- The minimum holiday period is 1 week and the maximum period 4 weeks, depending on visa length. In cases where the student is going overseas they may be granted a longer holiday than they are entitled to at that time so long as it does not exceed 4 weeks.
- All holiday requests must be approved by the Student Services Manager.
- All students will be required to give 2 weeks' notice to take a holiday, or they will lose 2 weeks tuition fees in lieu of this notice.

Under 18 Accommodation & Welfare Conditions
- Under 18 students must stay in Langports homestay unless they are staying with an immediate family member. If this is the case, please send us the details of this family member.
- Under 18 students must remain in accommodation and welfare arrangements approved by Langports for the period in which Langports accepts responsibility for their welfare. Students must not change accommodation or welfare arrangements without prior written approval from Langports.
- Students must book & pay for the homestay for the period of study or until they turn 18 years old. Students can only arrive in their homestay family on the weekend before their course starts (Saturday or Sunday) and leave on the weekend after finishing their course (Saturday or Sunday). Required airport transfers and arrival/departure arrangements must be followed.
- Curfew: students aged 12 to 14 must be home by 5.00 pm every day. Students aged 15 to 17 must be home by 7.00 pm Sunday to Thursday and by 10.00 pm Friday and Saturday. A later return is permitted only where written parent/legal guardian permission and prior Langports approval have been obtained.
- Under 18 students must not smoke or vape, consume or possess alcohol, or use or possess illicit substances. They must not attend activities held in over-18 venues, including pub nights and over-18 student parties.
- All activities and excursions must have prior written permission from parent/legal guardian:
- **Langports Activity Program:** Use FACT018 - Under 18 Activity Program Permission letter. Parent/legal guardian written permission is needed before booking first Langports supervised activity. The approved homestay curfews apply.
- **Unsupervised third-party activity (approved, U18 suitable, within 10 km of campus):** Use the called FACT019 - Under 18 Unsupervised Activity Permission letter. Parent/legal guardian written permission is needed. The form must list the provider, location, date, start/finish times, transport, emergency contact and return time. The provider and activity must be approved by Langports. The approved homestay curfews apply.
- **Non-Langports activity or excursion with friends:** Use FACC035 - Under 18 Permission Letter. Prior written permission from the parent/legal guardian and Langports is needed. A responsible adult nominated by the parent/legal guardian must accompany the student for the whole activity. The form must list the adult's details and relationship to the student, the itinerary, transport, times and return arrangements.
- **Overnight stay with friends:** Use FACC035 - Under 18 Permission Letter. Prior written permission from the parent/legal guardian and Langports is needed. A responsible adult nominated by the parent/legal guardian must supervise the student overnight. The form must list the adult's details, address, relationship, dates, transport and return arrangements. Langports may check the arrangements and refuse approval if welfare cannot be assured.

Activity Permission Forms Submission and approval rules
- All permission forms must be completed by the parent or legal guardian and received by Langports at least 5 working days before the activity or stay. Late requests may be declined.
- Approval is not automatic. Langports may refuse or withdraw permission where the activity, provider, supervision, transport, accommodation, responsible adult or other welfare arrangements are unsuitable or cannot be verified.
- The student must keep their mobile phone switched on, charged and able to receive calls from Langports, the homestay family and the nominated responsible adult while away from homestay.
- Any material change to an approved plan requires new approval before the student participates.

High School Preparation Conditons

In addition to the above Under 18 Accommodation & Welfare conditions, the following also apply:
- The student must sit an online placement test (grammar and writing) as well as a speaking and listening test prior to their enrolment being accepted.
- The student must complete the course in the time limit set out in the COE.
- If the student does not demonstrate satisfactory progress required to enter the mainstream school, they will be equired to:
  1. Enrol in a lower year level in the high school
  2. Complete an additional term of HSP
  3. Cancel the enrolment
- Students must sign in and out at reception if leaving the campus for any reason during school hours (8:30am to :30pm)
- Student s must contact the school if they are going to be absent or late
- Students who break the school rules will be reported to the Director of Studies who will meet with the students and/or parents and/or agents.

Student Health Disclosure and Management
- Students must disclose any medical or mental health conditions and treatment requirements prior to booking courses and accommodation. This ensures appropriate support and safe arrangements.
- Students must provide a comprehensive medical report detailing their condition, treatment requirements, and a doctor's recommendation regarding participation in courses and accommodation.
- Students are required to submit an Emergency Situation Process Plan, outlining steps to be taken should their condition deteriorate or an incident occur. This plan should include emergency contacts, preferred medical providers, and any specific instructions for staff.
- Upon receipt of the disclosure, medical report, doctor's suggestion, and emergency plan, Langports will review the documentation to assess the ability to provide safe and appropriate support.
- Langports is committed to supporting the health, safety, and wellbeing of all students. However, if, after reviewing the information provided in the application (including medical, mental health, or support needs), Langports determines that it cannot reasonably provide the level of care or support required, the application may be declined.
- If, during the enrolment process or after commencement, it becomes clear that a student's needs exceed the support Langports can safely and reasonably provide, Langports reserves the right to withdraw the offer of enrolment or to cancel enrolment, in accordance with Australian Consumer Law and anti-discrimination legislation.
- All decisions will be communicated to the student, with reasons provided and consideration of reasonable adjustments before any removal or cancellation.
- After commencement, Langports also reserves the right to remove a student from homestay or student accommodation, or cancel enrolment, if:
  - o The student's behaviour or health condition poses a serious risk to themselves or others.
  - o The condition significantly disrupts the living environment.
  - o The student fails to disclose relevant health information.
- Any refund will be considered in line with Langports' refund policy and notice periods.
- If Langports reasonably believes a student has an undisclosed condition affecting safety or wellbeing, the student may be required to provide evidence of fitness to participate, including a medical assessment by a qualified local healthcare professional.
- All disclosed health information will be treated as private and confidential, shared only on a strict need-to-know basis for safety and support purposes, in compliance with the Privacy Act 1988 (Cth).

Other Conditions of Enrolment
- Students can preference their choice of timetable, but timetables cannot be guaranteed.
- If students wish to transfer to a different timetable, they must give 2 weeks notice to change and it will be subject to availability. 1st change is free of charge, subsequent changes will be charged at $100 per change.
- Students are required to notify Langports of any change of local address or your emergency contact, while enrolled in a course, within 5 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.
- Information is collected on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2018, 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 2018. 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 DHA 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.
- 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.
- Course material fee includes charges for internet, handouts and books. Students are entitled to one text book for every 10 weeks of study. There is no maximum Material fee charged.
- 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.
- If students wish to change from a regular course (UFO English, IELTS etc) 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.

- Entry to the following Langports' courses require a pre-requisite level of English; EAP (IELTS 5.0), TOEIC Plus (Intermediate level), Cambridge FCE (Upper-Intermediate level), CAE (Advanced level) and CPE (Post-Advanced level) and Cambridge Flexi (PET, FCE & CAE Flexi).
- Students who book a closed Cambridge course and do not meet the entry requirements on the first day, may be placed in alternative courses. In this case, no refund on tuition fees will be provided.
- 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.
- The evening course is available only for onshore students or offshore Brazilian students.
- A pre-test is required to book evening course. If you confirm that your student's level is elementary (Level 2) or pre-intermediate (Level 3) and therefore does not require a pre-test, Langports will not accept responsibility should the student prove too high for the course and choose to leave early.
- Students can change their morning course to the evening course after they start their morning course if there is availability in the evening course.
- If students change their morning course to the evening course, there is no refund on the fee difference between the two courses.
- Students need to have a minimum of 5 weeks left on their enrolment to change to the evening course.
- Students who finish their morning course can re-enrol for the evening course.
- Students can change their evening course to the morning course if there is availability in the morning course.
- Students should study a minimum of 10 weeks in the evening course before changing to the morning course. A course change fee may apply.
- If students change their evening course to the morning course, they need to pay the fee difference between the two courses.
- There is no admission fee for the first course change. However, a $100 admission fee applies for the second course change and every change after the second course change.
- Students changing from COVID visa and WH/Visitor visa to Student Visa need to submit their GST statement of purpose letter to Langports before accepting their bookings.
- Langports might request students to submit their GST statement of purpose letter on a case-by-case basis before accepting the booking.
- 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 Home Affairs (DHA) if they fail to maintain this attendance.
- The student agrees to disclose any essential information relating to additional support or care that may be required because of an existing medical condition, disability, learning difficulties or other need for specialised support. Failure to do this may result in cancellation of the enrolment without a refund.
- Students are required to abide by the Langports Code of Conduct, available in the Student Information booklet and on the Langports' website.
  https://www.langports.com/students/student-code-of-conduct/
- Langports has an internal complaints and appeals process and students can access this through the Langports' website and Student Services Department.
- In the event of a pandemic or any such emergency event that temporarily prevents face to face teaching, you agree to Langports providing online delivery of the course you have enrolled in.
- In the event of an emergency closure forced by the local government and classes cannot be held temporarily, Langports will not be responsible for refunding your fees.
- Additional information about students' rights and responsibilities under the Australian Government ESOS Act 2000 and National Code 2018 is available online at:
  https://www.education.gov.au/esos-framework