

Enrolment Contract for Teach International Program

Teach International

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CONTENTS OF THIS CONTRACT

- I. Student Details.
- II. General Terms & Conditions of Enrolment.
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STUDENT DETAILS

Student Name: _____

Present Address: _____

Telephone (Home): _____ (Work): _____

(Mobile): _____ Date of Birth: _____ / _____ / 19_____

E-mail: _____

TERMS & CONDITIONS*

** Must be read in conjunction with Teach International's usual Terms and Conditions for all courses.*

1. Full payment for an overseas course must be received by Teach International 14 days prior to commencement of the in-class course.
2. If full payment is not received 14 days prior, the position may be allocated to a person on the waiting list. The standard refund policy applies to any fees already paid.
3. Cancellation and Refunds:

- i. Rejection of application: An applicant rejected by Teach International is entitled to a refund of all monies paid regardless of the date of the enrolment in relation to course commencement.
 - ii. Withdrawal after in-class course commencement: A student choosing to withdraw from the in-class course after the commencement date is to provide written notice to the Academic Director. The notice is to indicate the expected last date of attendance and be signed and dated by the student. A student will be determined to be withdrawn from the in-class course if the student has not attended any class for 2 consecutive class days. There is no refund given or transfer of fees available for withdrawals after in-class course commencement. A student may complete any missed or incomplete components at another venue at no extra charge with the approval of the Academic Manager.
 - iii. Cancellation within 14 days prior to in-class course commencement: There is no refund for cancellations within this period. A student may transfer to another venue but there will be no refund of any difference in course costs should the course the student is transferring to be less expensive than the original course. In the event that the course the student is transferring to is more expensive, the difference shall be paid by the student before the transfer is confirmed.
 - iv. Cancellation from 28 days prior to in-class course commencement (but no more than 14 days from commencement): Fees will be refunded in full less a \$200 Cancellation Fee. A student may transfer to another venue and there will be a refund of any difference in course costs, less a \$200 Cancellation Fee, should the course the student is transferring to be less expensive than the original course. In the event that the course the student is transferring to is more expensive, the difference shall be paid by the student before the transfer is confirmed, as well as a \$200 Transfer Fee.
 - v. Cancellations more than 28 days prior to in-class course commencement: Fees will be refunded in full. A student may transfer to another venue and there will be a refund of any difference in course costs should the course the student is transferring to be less expensive than the original course. In the event that the course the student is transferring to is more expensive, the difference shall be paid by the student before the transfer is confirmed.
 - vi. All course transfers must be commenced within 12 months from the initial enrolment date.
 - vii. Books & Resources: There are no refunds.
 - viii. Refunds will be issued within 28 days of the date of student notification of cancellation.
4. Installment plans are not available on overseas courses.
 5. Teach International reserves the right to reschedule the in-class course start date when the number of students scheduled is too small.
 6. If Teach International has to cancel any in-class course components due to unforeseen circumstances, these components will be made available in other AU or NZ Teach International course locations.
 7. All participants of an overseas TESOL course must take out appropriate travel insurance for the entire period of the TESOL training component, and a receipt and policy details must be provided to Teach International at least one week prior to departure. If travel insurance is provided by Teach International, policy recipients are responsible for travel insurance outside course dates.
 8. Flights, accommodation, insurance, visas, and vaccinations are the responsibility of all attendees, and Teach International takes no responsibility for cancellation of flights, non-issuance of visas or insurance, or for the provision and availability of accommodation.
 9. All participants must arrive in the overseas location by the day prior to commencement of the first day of the in-class course for the orientation evening.

10. Positions are limited and where a course is full, preference will be given to participants undertaking the full in-class course components and practical teaching.
11. Teach International will not be responsible for any statement of policy or procedure that does not appear in the official documentation provided in hard copy.
12. A hard copy of these Terms and conditions must be signed and returned as part of the overseas course registration procedure.
13. Teach International reserves the right to alter these terms and conditions without notice.
14. These Terms and Conditions are governed by the laws of Queensland, Australia.

BOOKING CONDITIONS & DISCLAIMER

Teach International Pty. Ltd. (ABN 28112971838) (hereinafter known as "Teach International ") is a Registered Training Organization accepts bookings based on the following conditions:-

1. TRAVEL INSURANCE: Students MUST arrange personal travel insurance, being satisfied that their insurance cover fully meets their personal requirements in respect to death, personal injury or illness, in countries traveled to during the TESOL course and that it extends until their arrival home. A receipt and policy details must be provided to Teach International at least one week prior to departure.
2. BROCHURE / WEBSITE USE & VALIDITY: Considerable care has been taken to produce our website, brochures and printed information. To the best of Teach International's knowledge, the information and prices contained therein are correct at the time of publication; however Teach International accepts no liability for any inaccuracies contained therein. Teach International cannot be held responsible for any changes that may occur in itineraries or cost guides for any reason beyond Teach International's control. Teach International advises that courses booked are subject to the Terms and Conditions. Teach International does not endorse or approve of any material found on the Internet, other than its own website, and shall not be liable for any such material.
3. TERMS AND CONDITIONS: Students must read and sign Terms and Conditions as part of the registration procedure and by signing Terms and Conditions you are agreeing to abide by the conditions contained herein.
4. PHOTOGRAPHS: Teach International reserves the right, without giving further notice, to make use of any photographs or film produced during a course for general publicity purposes, without payment or permission.
5. THE COMPANY'S LIABILITY:
 - i. Teach International is a course provider and does not make provisions for travel insurance, accommodation, visas, passports, transport, vaccinations or vehicles. The services that Teach International supplies consists of arranging courses, providing training, practice teaching and small tours. All registrations made with Teach International are subject to the terms and conditions and limitations of liability imposed by such third parties, some of which limit or exclude liability in respect to death, personal injury, delay and loss or damage of baggage.
 - ii. The Student hereby agrees that no liability will attach to Teach International or to any other members of the courses in respect of death, personal injury or illness of the Student and/or the loss or damage to the property and effects of the Student during the length of the course howsoever caused. The Student taking the course overseas must have full understanding that he/she travels entirely at his/her own risk.

For the purposes of this clause Teach International shall be deemed to contract and its independent contractors as well as on its own behalf. This clause shall not apply so as to exempt Teach International from any liability in respect of which Teach International is obliged to by law.

- iii. If the fulfillment of the course is rendered impossible, or in Teach International's opinion inadvisable, by strike, war, epidemic, governmental interference or any other cause beyond Teach International's control, Teach International reserves the right at any time to cancel the course or change other details thereof that it thinks fit.

The Student shall be bound by any cancellation or alteration made under the provisions of this clause and the above terms and conditions. This shall be the full extent of Teach International's liability and the Student should arrange suitable personal travel insurance to cover additional risks.

- 6. STUDENT'S RESPONSIBILITY: Any Student suffering from any form of physical or mental incapacity that might impede their travel or ability to complete the course must bring this to the notice of Teach International when registering. All Students must also comply with all legislation, visas, immigration, customs, foreign exchange and health regulations of the countries visited.

It is the Student's responsibility to familiarize themselves with any/all health, entry/exit visa and other documentation requirements that may be applicable to the areas that are to be visited. Passport, travel insurance, visa, accommodation and vaccination requirements are not the responsibility of Teach International and Teach International will not be liable for any loss or expense due to the Student's (or their Travel Agents) failure to comply with the above.

The registration into a course constitutes the Student's acceptance of all booking terms and conditions as described herein and forms the basis of a contract with Teach International.

STUDENT ACKNOWLEDGEMENTS

I hereby state that I have read, understand and agree to be bound by the Terms and Conditions, the Booking Conditions and Disclaimer for the overseas Teach International TESOL course and that I have read them in conjunction with Teach International's usual Terms and Conditions for all courses.

_____ Student initials

I have carefully read and received an exact copy of this Enrolment Contract.

_____ Student initials

I understand that Teach International may terminate my enrolment if I fail to comply with attendance, academic and financial requirements or if I disrupt the normal activities of the school.

_____ Student initials

CONTRACT ACCEPTANCE

I, the undersigned, have read and understand this agreement and acknowledge receipt of a copy. It is further understood and agreed that this agreement supersedes all prior or contemporaneous verbal or written agreements and may not be modified without the written agreement of the student and Teach International. I

also understand that if I default upon this agreement I will be responsible for payment of any collection fees or legal fees incurred by Teach International.

My signature below signifies that I have read and understand all aspects of this agreement and do recognize my legal responsibilities in regard to this contract.

Signed this _____ day of _____ 20____

Signature of Student

Date

Representative's certification: *I hereby certify that the application of _____ has been assessed by me and in my judgment, meets all requirements for acceptance as a student. I further certify that there have been no verbal or written agreements or promises other than those appearing on this agreement.*

Name: _____ Signed: _____ Date: _____