

## APPLICATION FORM - PAGE 1

### METHOD OF PAYMENT

Pacific Gateway Brisbane accepts:

- Personal Cheque
- Credit Card (+1.35% service charge)
- Bank Draft
- Wire Transfer (+\$15 for bank fees)

All funds are payable to:

Pacific Gateway International College Pty Ltd  
BSB#: 084-004 Swift Code: NAT AAU 3304B  
National Australia Bank, Capitol Office  
Ground Floor, 308-322 Queen Street, Brisbane, QLD 4000

➔ For Student Visas: Account #: 48-910-1113  
➔ For Visitors or W/Holiday: Account #: 47-919-1485

### TERMS & CONDITIONS

**All students must read this document carefully before signing on the other side of this page.**

1. The enrolment application fee is non-refundable and must be paid at the time the application is sent.
2. All fees are non-transferable.
3. All fees must be paid in accordance with the invoice issued and are due a minimum of six weeks prior to the beginning of the program.
4. Cancellations and withdrawals are subject to the conditions of the college's refund policy.
5. All bank charges incurred in sending money to Pacific Gateway or for refunds issued by the college will be invoiced to the student.
6. The minimum age for enrolment is 16 years.
7. Cambridge Program students must be at least 18 years old.

### TUITION REFUND POLICY Effective July 1, 2000

#### A. Before your Program Starts

Your Refund	When You Must Cancel	Cancellation Fee to Pacific Gateway
75% (min.)	No authorization from Australian Immigration	25% of total fees (\$200 max.)
75% (min.)	0 – 7 days after making the contract	25% of total fees (\$400 max.)
75%	30 days or more before the program starts	25% of total fees
60%	1 – 29 days before the program starts	40% of total fees

#### B. After Your Program Starts

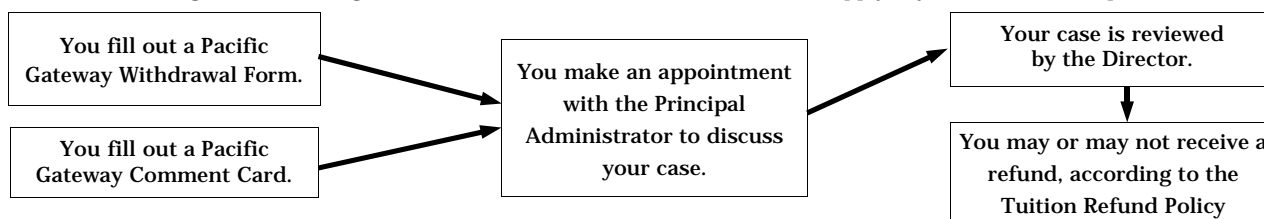
Your Refund	When You Must Cancel	Cancellation Fee to Pacific Gateway
50 %	0 – 10% of the program completed	50% of total fees
30%	11 – 29% of the program completed	70% of total fees
No Refund	30 – 100% of the program completed	100% of total fees

#### Special Notes:

1. You are not allowed to transfer your tuition fees.
2. If you choose to withdraw from Pacific Gateway, it must be from your entire program; you cannot withdraw from selected parts of your program (i.e., the last month).
3. You must leave Pacific Gateway on the date you have agreed to withdraw.
4. Your program is indicated by the start and end dates on your Pacific Gateway acceptance letter.
5. Percentage of Program Completed = (Number of Days Completed) ÷ (Number of Days in Program) X 100%. Weekends are not included in this calculation.
6. Any expulsion due to violation of Pacific Gateway policies, including the English Only Policy, is subject to the Refund Policy.
7. This agreement does not remove the right to take action under Australia's consumer protection laws.
8. Pacific Gateway may provide student information, including enrolment details, visa-related information, academic performance and attendance records, to Australian Commonwealth and State agencies and to the manager of the ESOS Assurance Fund.

#### TUITION REFUND DISPUTE RESOLUTION PROCEDURE

If you are dissatisfied with your program, you should consult with Pacific Gateway's Principal Administrator in person after submitting a written grievance. If the grievance cannot be resolved, the terms above will apply to your withdrawal request.



Students enrolled at Pacific Gateway may contact Education Queensland at (07) 3224-6958 for dispute resolution. The CEO of Education Queensland has the power to suspend or cancel the registration of Pacific Gateway or its courses. Student concerns about Pacific Gateway can be addressed directly to officers of Education Queensland. Students may also pursue legal remedies other than Education Queensland.