



EXAMINATION - SUPER INTENSIVE®

SUPER INTENSIVE ENGLISH®

Hours of Tuition:	25 hours/week (30 lessons)
Length of Course:	1-50 weeks**
Enrolment Fee AU\$:	\$175
Weeks: 25+	\$255 per week
12-24	\$285 per week
4-11	\$295 per week
1-3	\$300 per week

INTENSIVE ENGLISH®+

Hours of Tuition:	20 hours/week (25 lessons)
Length of Course:	1-50 weeks**
Enrolment Fee AU\$:	\$175
Weeks: 25+	\$235 per week
12-24	\$245 per week
8-11	\$255 per week
4-7	\$265 per week
1-3	\$275 per week

BASIC ENGLISH PART TIME

Hours of Tuition:	16 hours/week (20 lessons)
Length of Course:	1-12 weeks
Enrolment Fee AU\$:	\$175
Weeks: 4-12	\$230 per week
1-3	\$240 per week

ACADEMIC YEAR® SUPER INTENSIVE ENGLISH

Hours of Tuition:	25 hours/week (30 lessons)
Length of Course:	25-50 weeks**
Tuition Fee AU\$:	\$255 per week

ACADEMIC YEAR®+ INTENSIVE ENGLISH

Hours of Tuition:	20 hours/week (25 lessons)
Length of Course:	25+ weeks**
Tuition Fee AU\$:	\$235 per week

INDIVIDUAL PRIVATE ENGLISH

\$85 per hour (one to one)

CAMBRIDGE EXAMINATIONS

- Preliminary English Test
- First Certificate in English
- Certificate in Advanced English
- Certificate in Proficiency
- Business English Certificate Preliminary
- Business English Certificate Vantage
- Business English Certificate Higher

Hours of Tuition:	25 hours/week (30 lessons)
Length of Course:	12 weeks
Enrolment Fee AU\$:	\$175
Tuition Fee AU\$:	\$3600

EXAMINATION FEES ADDITIONAL

HIGH SCHOOL PREPARATION®

FULL TIME	Ages 12-17 years
Hours of Tuition:	25 hours/week (30 lessons)
Length of Course:	10-50 weeks**
Enrolment Fee AU\$:	\$175
Tuition Fee AU\$:	\$315 per week
Guardianship Fee AU\$:	\$35 per week
Homestay AU\$:	\$218 per week (Full board)

OPTIONAL ELECTIVES SPECIALISED ENGLISH COURSES

- Business English
- IELTS Preparation
- TOEIC Preparation
- TOEFL Preparation

COMMENCEMENT DATES 2007

GENERAL ENGLISH & ADVENTURE PACKAGES

Every Monday
(except on public holidays)

EXAMINATION PREPARATION

(Cambridge Examinations - all levels)

19 March 2007
to 8 June 2007

17 September 2007
to 7 December 2007

EXAMINATION SCHEDULE

(Cambridge Examinations - all levels)

Listening / Speaking

Listening and Speaking held two weeks
prior to Written Examinations

Written

1 June 2007 to 14 June 2007
7 December 2007 to 13 December 2007

- Enrolment Fee: AU\$175
- Resource Fee: AU\$66
- Accommodation Placement Fee: AU\$160 (including GST)
- Homestay Accommodation: AU\$188 per week
- Share Accommodation: Prices range from \$115 to \$150 per week depending on availability
- All course fees do not include consumables or examination fees
- All prices subject to change without notice
- Free Internet/Email access available

® Registered courses suitable for student visas.

** Registered courses of more than 12 weeks duration require a student visa.

+ Textbooks: The Resource Fee includes the provision of a course textbook. General English students may use the textbook loan system or, as part of the optional Resource Fee, receive their own textbooks. Cambridge students receive their textbooks as part of the 12 week program.

®+ Currently under registration

CAIRNS LANGUAGE CENTRE AUSTRALIA

2007 EXAMINATION DATES AND FEES

EXAMINATION	DATES		FEE AU\$*
Cambridge Preliminary English Test (PET)***	1 June 2007	7 December 2007	\$220
Cambridge First Certificate (FCE)	12 June 2007	11 December 2007	\$330
Cambridge Certificate in Advanced English (CAE)	13 June 2007	12 December 2007	\$335
Cambridge Proficiency (CPE)	14 June 2007	13 December 2007	\$340
Cambridge Business English Certificate Vantage***	8 June 2007	1 December 2007	\$332
Cambridge Business English Certificate Higher***	6 June 2007	24 November 2007	\$345
IELTS	13 January 2007	20 January 2007	\$240
	3 February 2007	24 February 2007	
	10 March 2007	31 March 2007	
	14 April 2007	28 April 2007	
	12 May 2007	19 May 2007	
	2 June 2007	16 June 2007	
	7 July 2007	21 July 2007	
	11 August 2007	25 August 2007	
	8 September 2007	22 September 2007	
	6 October 2007	20 October 2007	
	3 November 2007	17 November 2007	
1 December 2007	15 December 2007		
TOEIC	2 Weeks Notice Required	With Score Report	\$160
		With Score Report & Official Certificate	\$190

FCE, CAE and CPE Examination Enrolments close 23 March 2007 and 21 September 2007. Late Fee \$75.00 for lodgments within 1 month of closing date.
* Prices include Goods and Services Tax (GST). *** Subject to student numbers.

ACCOMMODATION AND AIRPORT TRANSFER

ACCOMMODATION**	AIRPORT TRANSFER Pick-up Fee NIL
Homestay Minimum 7 nights Placement Fee AU\$160 Homestay Single (Half Board) AU\$188 per week (over 18 yrs) Homestay Couple (Half Board) AU\$175 per week (over 18 yrs) Homestay (Full Board) AU\$218 per week # Homestay Per Night (Half Board) AU\$30 per night Homestay Per Night (Full Board) AU\$32 per night Share House (Minimum 4 weeks) AU\$115-AU\$150 per week (over 18 years)	All students moving directly into Homestay or Share Accommodation will be met on arrival by the family, Share House / Apartment owner or College Representative PRICES QUOTED ARE PER PERSON ** prices include Goods and Services Tax (GST) where applicable * prices vary for dormitory/double/single - no meals included.

STUDENTS UNDER 18 YEARS OF AGE

Students under 18 years of age must study full time 25 hours per week and stay with an approved homestay family (full board). Australian Government guardianship conditions apply. Guardianship Fee will apply. AU\$35.00 per week

PUBLIC HOLIDAYS

The Centre will be CLOSED on the following days:

26 January 2007 - <i>Australia Day</i>	6 April and 9 April 2007 - <i>Easter</i>	25 April 2007 - <i>Anzac Day</i>
7 May 2007 - <i>Labour Day</i>	11 June 2007 - <i>Queen's Birthday</i>	20 July 2007 - <i>Cairns Show</i>

The Centre closes from Friday after trading 21 December 2007 and reopens Monday 7 January 2008 for the 2007/2008 Christmas/New Year holiday.

OVERSEAS STUDENT HEALTH COVER

Australian Government regulations require overseas students travelling on a STUDENT VISA to pay their Overseas Student Health Cover (OSHC) direct to the institution. The cover is calculated on the length of the course.

PER MONTH	Single AU\$28.50	Family AU\$57.00		
OPTIONAL EXTRAS++ Sports \$0 - \$12 Activities/Excursions \$0 - \$80 POCKET MONEY/ALLOWANCES++ With Homestay \$90 per week Share House/Apartment \$160 per week ++ Approximate costings			Contact us for SPECIALISED and CUSTOMISED programs Study Tour Programs Young Learner Programs English + Farmstay Mother & Child Program English and Local School Placement	



PO Box 183M
Manunda QLD 4870
Cairns, Australia

ACN 010 778 060 and ABN 78 752 265 401

CRICOS Provider Code 00078M

Telephone: +61 7 4031 2008

Facsimile: +61 7 4031 4984

study@clcaustralia.com

www.clcaustralia.com

EUROCENTRES



Enrolment Form

PERSONAL DETAILS

Family Name:

Given Name:

Date of Birth:

Male Female

Nationality:

Home Address:

.....

.....

.....

Telephone:

Fax:

Email:

Occupation:

Visa: Student Tourist Working Holiday

Passport No:

COURSE YOU WISH TO ENROL IN

- Super Intensive 25 hours[®] (30 lessons)
- Academic Year Intensive^{®+} 20 hours (25 lessons) or 25 lessons + 5 hours Supervised Self Study
- Intensive 20 hours (25 lessons)
- Basic 16 hours (20 lessons)
- High School Preparation[®] 25 hours (30 lessons)
- Examination Preparation[®]
- Specialised Adventure English

(Please your choice)

- Diving Advanced Diving Safari

Start Date: Number of Weeks:

LEVEL OF ENGLISH

- Beginner Elementary Intermediate
- Upper Intermediate Advanced

EXAMINATIONS

Do you wish to take any of the following examinations?

- Cambridge Preliminary Cambridge Business English
- Cambridge First
- Cambridge Advanced IELTS
- Cambridge Proficiency TOEFL TOEIC

[®] Registered courses suitable for student visas.
Registered courses of more than 12 weeks duration require a student visa.

ACCOMMODATION

Do you wish our Accommodation Officer to arrange accommodation for you? Yes No

If *yes* please your choice:

Homestay with Australian family

Other: please specify

Do you have any special dietary or other requirements?

Yes No

If *yes* please specify

Do you smoke? Yes No

Do you like pets? Yes No

Do you like children? Yes No

Do you have any allergies or medical problems? Yes No

If *yes* please specify

Please list any hobbies or interests you enjoy

.....

Do you have any special accommodation requests?

.....

Accom. start date: No. of weeks:

FEES PAYABLE**

Enrolment Fee	AUS\$
Overseas Student Health Cover *	AUS\$
Course Fees (weeks)	AUS\$
Resource Fee	AUS\$
Accommodation Placement Fee (if applicable)	AUS\$
Homestay/Share Fee (weeks)	AUS\$
Guardianship Fee (under 18 years)	AUS\$
Examination Fees (Cambridge, IELTS)	AUS\$
TOTAL	AUS\$

* For STUDENT VISAS only - payment according to length of visa

** Goods and Services Tax (GST) applicable for some fees

ENROLMENT PROCEDURE

- Complete, sign and send/fax this Enrolment Form together with the enrolment fee to the Cairns Language Centre.
- The Centre will advise you in writing of your acceptance and inform you of the remaining amount to be paid.
- When the Centre receives your fees a receipt will be issued. Student Visa Applications will also be sent an electronic Confirmation of Enrolment Form (eCoE).

PAYMENTS

Bank Cheque/Cash Bank Transfer Credit Card

Made payable to: CAIRNS LANGUAGE CENTRE P/L NTA ACCOUNT

Name of Bank: ANZ BANK

Branch Address: GRAFTON STREET

CAIRNS, QLD 4870 AUSTRALIA

Branch No.: 014734 Account No.: 3505-55946

(please pay bank charges applicable)

DECLARATION

I hereby accept for enrolment at the Cairns Language Centre. I have read and accept the conditions of enrolment and the fee refund policy detailed on the back of this form (parent to sign if applicant is under the age of 18).

Signature: Date:



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Procedures for Resolution of Grievances

Should there be any occasion when an issue, complaint or problem arises, please confront the issue as quickly as possible, rather than continue unhappily. The following steps are available:

- 1 Discuss or resolve the difficulty with the student or staff member(s) in question, for example:**
 - If the issue concerns class work or a course the problem would be discussed with the teacher
 - If the issue concerns accommodation it should be discussed with the Accommodation Officer
 - If the issue concerns fees it should be discussed with administration
 - If the issue concerns changes to some aspect of CLC life it should be discussed with a teacher
- 2 If a resolution cannot be reached, discuss the difficulty with the Director of Studies, a senior member of staff nominated by the Director of Studies, or in the absence of the Director of Studies, a person nominated by the Principal. An interpreter may be used to help resolve the issue. A mediator with knowledge of the student's culture or a mediator or support person may be brought in to help with the resolution process. The mediator will be brought in at the student's expense.**
- 3 If the difficulty has still not been resolved, either person from step 2 may take a written request for resolution of the matter to the Director of Studies or a senior member or staff nominated by the Director of Studies. The matter is now considered a grievance. Written requests will only be accepted if steps 1 and 2 have been completed.**
- 4 The Director of Studies may then attempt to resolve the grievance through further negotiation or mediation, or may advise the complainant in writing that the grievance is considered to be frivolous and/or vexatious, and that no enquiry is to be made.**
- 5 If the grievance has not been resolved nor the complaint dismissed the Director of Studies will convene a College Grievance Committee, which would be established on an ad hoc basis and would usually consist of 2-3 people for each case.**
- 6 The outcome of the College Grievance Committee's deliberations will be communicated in writing to both parties involved in the grievance.** This communication would normally include an offer from the Director of Studies or a senior member of staff nominated by the Director of Studies to debrief or otherwise provide further assistance to either party. All written communications should be signed by the parties and photocopies will be kept in order to provide evidence of the receipt of the document.
- 7 The Director of Studies or a senior member or staff nominated by the Director of Studies may monitor, or be directed by the College Grievance Committee to monitor, the resolution of the dispute for a maximum period of one month, and may wish to make further recommendations (in writing) should the settlement not resolve the dispute to the satisfaction of both parties.**
- 8 A grievance case would be considered closed upon receipt by the Director of Studies of a written withdrawal of the grievance by the complainant or of a written agreement between both parties.**
- 9 Decisions by the College Grievance Committee, the Director of Studies or the senior member of staff nominated by the Director of Studies may be appealed in writing to the Principal.**
- 10 The Principal shall then investigate the matter, and may establish a Grievance Appeal Panel to consider the matter, which would be established on an ad hoc basis and would usually consist of 2-3 people for each case.**
- 11 The decision shall be communicated in writing to both parties.**
- 12 The decision of the Principal or the Grievance Appeal Panel shall be considered final.**

ENGLISH PROGRAM (SAMPLE)					
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8.30 - 10.10	Core Program				
10.10 - 10.40	Morning Tea				
10.40 - 11.30	Skills Extension				
11.30 - 11.35	Break				
11.35 - 12.25	Skills Extension				
12.25 - 1.10	Lunch				
1.10 - 2.00	General English	General English or Elective Focused Skills Training (IELTS prep) Levels 3/4 to 5	General English or Elective Business English TOEFL/TOEIC preparation	General English or Elective Focused Skills Training (IELTS prep) Levels 3/4 to 5	Optional Sport 2.00 - 4.00
2.00 - 2.05	Break				
2.05 - 3.20	Same as 1.10 - 2.00 schedule				
COURSES	SUPER INTENSIVE	25 HOURS	30 LESSONS	FULL TIMETABLE	
	INTENSIVE	20 HOURS	25 LESSONS	BASIC + 2 AFTERNOONS	
	ACADEMIC YEAR INTENSIVE	20 HOURS	25 LESSONS	+ 5 HOURS SUPERVISED SELF STUDY	
	BASIC	16 HOURS	20 LESSONS	FULL DAY ON DAY 1 - ORIENTATION DAY 8.30 TO 12.25 - BALANCE OF COURSE	
					GUIDED INDEPENDENT LEARNING 8.00 - 8.30 3.30 - 4.00

OPTIONAL ELECTIVES SPECIALISED ENGLISH COURSES
<ul style="list-style-type: none"> • Business English • IELTS Preparation • TOEIC Preparation • TOEFL Preparation

FEE REFUNDS		
A	If Visa application is rejected or if a student becomes ill prior to visa approval, written notice must be given within seven days.	Full Refund
B	If student cancels twenty-eight days or more before course starting date.	Refund - 90% of tuition fees
C	If student cancels less than twenty-eight days before course starting date.	Refund - 75% of tuition fees
D	If a student cancels or transfers to another institution after course commences.	No Refund
E	Enrolment Fee	Non-Refundable
F	Placement Fees - if student cancels less than fourteen days before course starting date.	Non-Refundable
G	In the event of Homestay cancellation or early departure students must provide two weeks notice. No refund will be made for those two weeks.	
H	The Cairns Language Centre guarantees to run all courses as advertised. In the event of the cancellation of the course by Cairns Language Centre, all fees will be refunded in 2 weeks to the person who paid the course fees to Cairns Language Centre.	
I	Student cancellations are subject to Cairns Language Centre Fee Refund Policy and will be processed 4 weeks from receiving written notice. Refunds will be forwarded to the person who paid the course fees to Cairns Language Centre.	
J	This agreement does not remove the right to take further action under Australia's consumer protection laws. Dispute resolution processes do not circumscribe the student's right to pursue other legal remedies.	
K	In the event of the cancellation of a packaged activity due to medical or unforeseen circumstances after course commencement, a refund is not available; however, alternative activities or English lessons will be arranged to the value of the individual activity package value.	

PLEASE NOTE: Refunds must be collected within three months of the cancellation date. In the event of a re-application within a 12-month period the non-refundable enrolment and placement fees will not be re-charged.

FEE REFUNDS: Cairns Language Centre's policy of tuition fees has been determined in accordance with the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students ("the National Code"). The Education for Overseas Students Act 2000 (ESOS ACT 2000), and Education Services for Overseas Student Regulations 2001 (ESOS Regulations 2001).

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