OFFER ACCEPTANCE AND PAYMENT OF FEES FORM

Please scan and email this form to: deakin-accept@deakin.edu.au or send it by post to:
Deakin University
Deakin International
Melbourne Burwood Campus
221 Burwood Highway
Burwood, Victoria 3125, Australia
www.deakin.edu.au/international

Deakin Student ID

<table>
<thead>
<tr>
<th>PERSONAL DETAILS</th>
<th>AS SHOWN IN PASSPORT</th>
<th>PLEASE PROVIDE CERTIFIED COPY OF PASSPORT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
<td>Mr</td>
<td>Mrs</td>
</tr>
<tr>
<td>Family name</td>
<td></td>
<td></td>
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<tr>
<td>Country of citizenship</td>
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<tr>
<td>Country of birth</td>
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<tr>
<td>Date of birth</td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>POSTAL ADDRESS</th>
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<tbody>
<tr>
<td>Address</td>
</tr>
<tr>
<td>Country</td>
</tr>
<tr>
<td>Email</td>
</tr>
<tr>
<td>Telephone ( )</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CONFIRMATION OF ENROLMENT (CoE) INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passport number</td>
</tr>
<tr>
<td>Are you currently in Australia?</td>
</tr>
<tr>
<td>If yes, state your current visa type</td>
</tr>
<tr>
<td>Do you require a CoE*?</td>
</tr>
<tr>
<td>*CoE (Confirmation of Enrolment) is the only accepted evidence of enrolment for processing your student visa. It is confirmation from Deakin that you have accepted the offer and have paid the necessary fees prior to your enrolment. If you are not applying for a student visa, you will not be issued with a CoE from Deakin University, in which case, you are required to provide a copy of your current visa.</td>
</tr>
<tr>
<td>At which Department of Immigration and Border Protection's office will you lodge your student visa application? (Please note: Only indicate an Australian DIBP office if you are intending to lodge your student visa application in Australia.) (You must answer this question even if you intend to lodge your student visa application online. If this information is not provided, Deakin International cannot issue a CoE.)</td>
</tr>
<tr>
<td>Are you transferring from another education provider in Australia?</td>
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<tr>
<td>(IMPORTANT: If you have not completed six calendar months of study in your principal course, Deakin University will not be able to admit you to a Deakin course unless a release letter from the principal education provider is attached.)</td>
</tr>
<tr>
<td>Have you been issued a protection visa in any country to date?</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COURSE ACCEPTANCE INFORMATION</th>
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</thead>
<tbody>
<tr>
<td>Deakin University English Language Institute (DUELI)</td>
</tr>
<tr>
<td>Program name (Refer to your offer letter e.g. General English, EAP, etc.)</td>
</tr>
<tr>
<td>Commencing intake</td>
</tr>
<tr>
<td>Postgraduate Qualifying Program (PQP)</td>
</tr>
<tr>
<td>Course name</td>
</tr>
<tr>
<td>Commencing intake</td>
</tr>
</tbody>
</table>
### PAYMENT INFORMATION

<table>
<thead>
<tr>
<th>Type of cover required</th>
<th>Orientation and Enrolment fee</th>
<th>Tuition fee</th>
<th>Home Stay Placement Fee (if required)</th>
<th>Degree Course</th>
<th>Tuition fee</th>
<th>Return to Practice &amp; Initial Registration (Overseas Nurses)</th>
<th>Tuition fee</th>
<th>OSHC*</th>
<th>TOTAL FEES PAYABLE**</th>
</tr>
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<tbody>
<tr>
<td>Single</td>
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<tr>
<td>Couple</td>
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<tr>
<td>Family</td>
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**Overseas Student Health Cover (OSHC) is a compulsory requirement of your student visa. Deakin University requires all students to purchase OSHC to cover the duration of their student visa. If you have already visited OSHC please provide evidence of payment. **You may be invoiced by the University for the balance of your tuition and other fees if your enrolment OSHC fee is not paid in Australia dollars (AUD).**

### OVERSEAS STUDENT HEALTH COVER (OSHC)

If you have not included an amount of OSHC, this is due to:
- Belgian, Norwegian, Swedish exemption
- Australian Temporary Resident
- Current OSHC membership valid for the duration of the course(s).

Name of OSHC provider

Membership number

Expiration date

Please provide a copy of your current OSHC Membership Card

### PAYMENT OPTIONS for more visit http://www.deakin.edu.au/international-students/getting-into-deakin/fees

**Online payment (Deakin’s preferred method of payment)**

Deakin recommends using our secure online payment gateway. Visit https://student.globalpaywku.com/geo-buyer/deakin/

**Name of remitter**

(Person requesting transfer)

Date of transfer

Total amount transferred

**Sponsorship/Scholarship**

I am a sponsored student and have enclosed my government/organisation’s financial guarantee.

**Bank Draft payment**

I have enclosed a bank draft (No. ) made payable to ‘Deakin University’ to the value of: $A$

Please note: Deakin student ID, name and date of birth must be recorded on the back of the bank draft. Original bank draft must be couriered to Deakin International.

### REFUND POLICY FOR DEGREE & NON-AWARD COURSES

For those new international students who have withdrawn after having paid their fees, the refund policy allows:

- 90% refund is payable if the student withdraws from unit(s) at least four weeks prior to start of teaching period;
- 50% refund is payable if the student withdraws between four weeks prior to start of teaching period and the census date of the relevant unit(s); and
- no refund is payable if the student withdraws after census date.

### DUELI REFUND POLICY

DUELI has a detailed refund policy that oversees all possible stages of a student’s enrolment. Prospective DUELI students are advised that:

- A course’s enrolment has commenced;
- Tuition fees are non-refundable;
- Refunds prior to the DUELI course commencing

Requests for refunds less than 28 days prior to the commencement of the course will receive a refund of 50 per cent of the tuition fee.

### MANDATORY VISA REQUIREMENT

A condition of your student visa (Condition 8533) requires you to notify your education provider of your residential address in Australia. You must notify your education provider of any change in your residential address within seven days of the change.

### CONSUMER PROTECTION

This agreement, and the availability of complaints and appeals processes, does not remove the right of the student to take action under Australia’s Consumer Protection laws.

### PRIVACY

Collection and use of your information

Throughout your enrolment, the University will collect identifying information directly from you and, in some cases, from third parties. The University complies with the Information Privacy Act 2000 (Vic) and the Health Records Act 2001 (Vic) in the collection, use, disclosure and ongoing management of your identifying Information. The University will use your Information:

- to manage and administer all aspects of your academic progress through the University and your participation in the University community;
- to enable you to access the University’s underlying business and support structures;
- to communicate with you;
- to provide you with access to advice from students, such as student support services, such as library resources, information technology, housing services, health and counselling services, recreational facilities, career planning and employment services;
- to exchange relevant personal information between appropriate academic and student centre staff for the purpose of offering and providing student support services;
- to determine your eligibility for scholarships, bursaries or similar awards;
- to conduct planning and quality assessment activities;
- to invite you to participate in surveys or research;
- to provide access to your nominated contact with appropriate advice and assistance in the event of an emergency;
- to investigate and report on incidents relating to general or academic misconduct, as defined in Deakin’s statutes and regulations;
- to inform you about events provided or sponsored by Deakin;
- to include your name and award in the graduation booklet, which is a public record of the University.

For those withdrawing having not paid their fees:

- Their enrolment will be terminated for non-payment of fees, but they will not incur a debt of 50% of tuition fees.
- The retention of 10% of the fees for commencing students is in recognition of the additional costs involved in administering the initial enrolment of international students. To apply for refund, complete the Application for Refund of Fees form www.deakin.edu.au/current-students/assets/resources/international/compliance/refund-non-deakin.pdf and email it to int.release.refund@deakin.edu.au. Further information about the refund policy can be found at: http://www.deakin.edu.au/study-at-deakin/fees/international-fee-refunds.

For those withdrawing having paid any fees:

- A student provides written advice more than four weeks prior to the commencement of the English language course.
- Executive discretion may be exercised to consider applications which do not comply with the above provisions but for which extraordinary circumstances may exist. An application for a refund in special circumstances must be made in writing and sent to the Director of DUELI. Proof of payment of fees (e.g., an official receipt) and validation of the reasons for applying for a refund will be required.

Methods of refund

New students should notify in writing to the Director of DUELI any wish to cancel enrolment. If Deakin defaults in the provision of the course the refund will be made within two weeks of the default event. If the student defaults the refund will be made within four weeks of the University being notified. Refunds will be made by cheque or EFT in Australian dollars only. Refunds in the form of the transfer of fees to Deakin University or MBIT will not be made directly to a student. Refunds may be made to a nominated person/sponsor who initially paid the student’s fees. For more information on methods of refund, go to www.deakin.edu.au/future-students/international_fee_refunds.php. This agreement does not remove the right to take further action under Australia’s consumer protection law or pursue other legal remedies.
Deakin STUDENT ID: [Edited for privacy]

Deakin may record lectures and other teaching and learning activities in audiotape, videotape or other media. If your image or voice is recorded during these activities, this will constitute a collection and use of your personal information.

Deakin may either offer services to you itself or engage consultants or contractors to do so. If Deakin must provide your information to consultants or contractors, it will do so only where such consultants or contractors are legally obligated to safeguard your information and only to the extent necessary for the provision of the services.

Disclosure of your information
Deakin may disclose your information to the following types of organisations:

- Government agencies where required by legislation, including
- the Department of Education, Employment and Workplace Relations,
- the Department of Industry, Innovation, Climate Change, Science, Research and Tertiary Education,
- the Department of Immigration and Border Protection (DIBP),
- Tuition Protection Services,
- Centrelink, and
- the Australian Taxation Office (ATO).

The Higher Education Support Act 2003 (Cth) (HESA) permits the Commonwealth Government to further disclose your information obtained from the University to authorised bodies for the purpose of regulating, undertaking research into and improving higher education in Australia. HESA contains a list of authorised bodies.

- other educational or vocational institutions if you are participating in student exchange or cross-institutional study or are enrolling at another institution
- accreditation and registration bodies relevant to your program of study to verify your qualifications and experience
- the funder or sponsor if you have been awarded a scholarship or your enrolment is sponsored by an employer or third party
- your care provider if you are an international student under 18 years of age
- your parent or guardian if you are under 18
- an organisation at which you are undertaking a clinical placement or experiential learning recognised as part of a Deakin course
- health care insurance providers if you are an international student for whom Deakin has arranged Overseas Student Health Cover
- foreign governments administering student loan schemes for the benefit of students enrolled at Deakin (e.g. the US government FFEL program)
- Deakin University Student’s Association (DUSA) to enable it to create and maintain a voters’ list for student elections and to offer you other services
- discipline-based student associations (e.g. the Deakin Law Student’s Association, Deakin Medical Student’s Association)
- Golden Key International Honour Society
- organisations undertaking student surveys endorsed by Universities Australia.

Consequences of not providing information when requested
Deakin is prohibited by privacy law from releasing your personal information to third parties, including members of your immediate family, without your prior written consent.

Access to your information
Access to your personal information is provided through the Freedom of Information Act 1982 (Vic). Administrative units of the University may have processes in place to allow access to documents which are not exempt from disclosure under the Freedom of Information Act. You are encouraged to speak with the relevant administrative unit before making a formal request under the Freedom of Information Act. Further information is available by contacting privacy@deakin.edu.au.

Definitions
Information means both personal information, as defined in the Information Privacy Act 2000 (Vic): information or an opinion (including information or an opinion forming part of a database) that is recorded in any form, whether true or not, about an individual whose identity is apparent, or can reasonably be ascertained, from the information or opinion and health information as defined in the Health Records Act 2001 (Vic) information or an opinion about the physical, mental or psychological health (at any time) of an individual; or a disability (at any time) of an individual; or an individual’s expressed wishes about the future provision of health services to him or her; or a health service provided, or to be provided, to an individual - that is also personal information.

The types of third parties from whom Deakin may collect information include tertiary admission and testing centres, secondary schools, other tertiary institutions, government agencies, referees, clinical/professional placement supervisors and supervisors of experiential learning, employment agencies and professional accreditation and registration bodies.

DEPARTMENT

In accepting this offer:

- I declare I am a Genuine Temporary Entrant (GTE)* and genuine student and have read and understood conditions relating to these requirements.
- I am aware of the tuition and living costs of my stay in Australia and have the financial capacity to meet such costs for the duration of my course. I will make timely payments of any fees or associated costs.
- I am aware of Deakin’s English language proficiency requirements, modes of study, assessment, facilities, equipment and learning resources.
- I understand that non-payment of fees in any trimester may lead to cancellation of my enrolment.
- I understand that Credit for Prior Learning will be reconfired at enrolment (if applicable).
- I agree to the disclosure of personal information to relevant external organisations including providers offering services to students under 18 years of age, and sponsors.

- I agree to abide by my visa conditions by remaining enrolled, maintaining satisfactory attendance and course progression for the duration of the course.
- I agree to keep my Overseas Student Health Cover (OSSH) current and, if applicable, that of any dependants for the duration of my student visa.
- I have read and understood the sections of the International Course Guide and Deakin University website relating to the courses I have selected, and the admission procedures, fees, refund policy and privacy policies.
- I give consent to Deakin University to access my details and visa information via the Department of Immigration and Border Protection’s (DIBP) Visa Entitlement Verification Online (VEVO) system.


Applicant’s signature: ____________________________________________

Parent/Guardian’s Signature: ______________________________________

Date: ________________________

(for applicants under 18 years of age)

Please print, sign this form and email it to: deakin-int-admissions@deakin.edu.au or by post.

Deakin University CRICOS Provider Code 00113B

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