

# Enrolment Form

(Revised Nov 2005)

Read the Terms & Conditions (overleaf) before signing this enrolment form.  
Please print clearly.

Program Name	Duration	Start Date	End Date

Family Name

\_\_\_\_\_

Given Name/s

\_\_\_\_\_

Home Address

\_\_\_\_\_

Country Post/Zip Code

Contact Telephone Number

\_\_\_\_\_

Country Code Area Code Phone Number

Email Address

\_\_\_\_\_

Date of Birth Male Female

Day Month Year

Nationality

\_\_\_\_\_

First Language

\_\_\_\_\_

What is your level of English? Beginner Intermediate Advanced

Emergency Contact Telephone Number

Name

\_\_\_\_\_

Country Code Area Code Phone Number

Homestay Information	Yes	No
Do you want to stay with a family that has pets?	<input type="radio"/>	<input type="radio"/>
Do you have any allergies? (If Yes, detail below)	<input type="radio"/>	<input type="radio"/>
Do you have special medical needs? (If Yes, detail below)	<input type="radio"/>	<input type="radio"/>
Do you have special dietary needs? (If Yes, detail below)	<input type="radio"/>	<input type="radio"/>
Do you sleepwalk?	<input type="radio"/>	<input type="radio"/>
Details		
Allergies	_____	
Medical Needs	_____	
Dietary Needs	_____	
Any other information	_____	
	_____	
	_____	
	_____	

Agreement

Signature

\_\_\_\_\_

Day Month Year

I have read, understood and accept the Terms and Conditions overleaf. All information provided herein is true and correct.

Parent/Guardian Consent (if under 18 years)

Signature

\_\_\_\_\_

Day Month Year

I have read, understood and accept the Terms and Conditions overleaf. As the legal parent/guardian of the applicant, I consent to the applicant participating in the program stated above and agree to pay all fees and other costs relating to this program on his/her behalf. All information provided herein is true and correct.

Note:  
Study Tours Australia takes great care in organising, managing and controlling its programs in a safe, responsible and ethical manner. All staff and support providers are experienced, reputable and qualified in their respective disciplines and have undergone rigorous Police and Criminal History Checks. In the event of misadventure, or other serious matters, STA will act swiftly and responsibly in the interests of the participants' wellbeing, as a parent would. STA operates a 24 Hour Hotline for the participants' safety and welfare. The person listed as the Emergency Contact will be notified promptly of any reportable occurrence or on any matter STA deems appropriate.



Please read and accept these Terms & Conditions Before Completing the Enrolment Application (overleaf).

## Definitions

'**STA**' refers to Study Tours Australia Pty Ltd, an Australian wholly owned and operated Registered company. ABN: 89 116 717 536

'**Activity**' refers to any course, tour, sport or adventure activity promoted by STA.

'**Program**' is a generic term used to describe tours of study.

'**Participant**' is any person undertaking an STA activity.

'**Activity Provider**' is an organisation that holds an Agents Agreement with STA, and is thereby deemed to meet STA's requirements to safely deliver, conduct and supervise STA programs.

'**Homestay**' refers to accommodation with an authorised STA Australian family.

'**Minor**' is a person under the age of 18 years. All minors must have written parental or guardian consent to participate in a program. Some venues may not be accessible to minors.

'**Dive Medical**' describes a medical check by a Registered Medical Practitioner for the purpose of assessing a person's suitability to undertake a Scuba Diving Course in Australia.

## Quotes

All quotes are in Australian Dollars (AUD\$) and remain valid for 30 days from the date of issuing. Quotes held for more than 30 days may be reviewed and a revised quote may be issued.

## Visa

A tourist visa is required for any participant visiting Australia for three (3) months or less.

Participants will require a Letter of Offer from STA when making application for the issuing of a tourist visa.

All costs incurred in the visa application process are the responsibility of the individual applicant.

Consult with Australian Consulate, Diplomatic Mission, or any other appropriate visa issuing authority for further details.

## Insurance

STA recommends participants have travel, health and other insurance policies validated prior to arrival in Australia.

## General Medical Needs

Any participant taking prescribed medication is to declare their import into Australia with Australian Customs on arrival. Participants are advised to notify immigration authorities of prescribed medications being transported to Australia at the time of applying for a visa. Supplies should be sufficient for the duration of the program. Participants are to prior notify STA of any special medical or health needs. Participants may be liable for medical services payments incurred in Australia.

## Dive Medical

All people undertaking a Scuba Diving Program are to have prior medical clearance by a Registered Medical Practitioner. Where such checks occur in Australia, and a participant is deemed unsuitable for a dive program, STA will offer another program of similar cost and duration. Activity providers reserve the right to deny participation in a Scuba Diving Course.

## Import Restrictions

Drug, Food and Weapons Sniffer Dogs are employed at all major Australian airports. All baggage is x-rayed and/or physically checked on arrival in Australia.

Weapons are a prohibited import into Australia. Declare all medications (prescribed, natural medicines and non-prescribed). Declare all animal and plant materials or items made from their parts. Declare all food products, irrespective whether they are sealed, processed, unprocessed or for dietary or health purposes. Declare any wildlife, or any objects made from wildlife or any endangered species. For further information, visit: [www.customs.gov.au](http://www.customs.gov.au)

## Deposit

A participant is confirmed as securing their place in a prescribed program on receipt of a 10% non-refundable deposit.

## STA Direct Deposit Details

<b>Bank</b>	Westpac
<b>Account Name</b>	Study Tours Australia Pty Ltd
<b>Branch</b>	Indooroopilly Shopping Centre Indooroopilly QLD 4068
<b>BSB</b>	034 063
<b>Account No.</b>	227 224

Bank transfer, visa and other international or domestic fees are the responsibility of the applicant.

## Full Payment

On receiving a deposit, STA will issue a Letter of Offer, or other appropriate confirmation advice, for the purposes of arranging visas, air travel, accommodation and other matters as required.

Full payment must be completed prior to arrival in Australia, unless alternative and agreed upon arrangements have been made with STA.

Direct deposits of full-payment is preferred. Other payment options will be explained in confirmation correspondence at the time of initial application.

## Program Alteration Fee

A fee of 10%, or AUD\$50.00, whichever is the greater, is payable when program changes occur within 14 days of the scheduled activity's commencement.

## Cancellation Policy

Cancellation of enrolment may occur when payment is not received prior to or on arrival. Arrangements must be prior made and agreed upon by STA for payment on arrival.

A participant deemed ineligible to participate in a range of activities or program may be enrolled in an alternative program, or apply for a refund.

Cancellation may occur when a participant breaches their visa conditions, or behaves in such a manner as to bring disrepute upon themselves and others, including violating Australian laws and customs, behaves in a threatening and/or abusive manner, or for any other reason deemed against the spirit of the STA Agreement.

In such cases, DIMIA (Department of Immigration, Multiculturalism and Indigenous Affairs) must be notified by STA and deportation may result (refer to your visa conditions).

A program may be cancelled if insufficient participants are enrolled. STA will advise of minimum and maximum numbers required for each program to proceed.

## Refund Policy

No refund is payable after the participant has arrived in Australia.

The 10% deposit is not refundable.

A fee equivalent to 50% of the total course fees is retained by STA if cancellation occurs within 7 days of the program commencing.

A fee equivalent to 30% is retained by STA if cancellation occurs within 14-18 days of the program commencing.

All requests for refunds must be supported by a written application to STA which clearly sets out compelling reasons. STA will consider all applications for refund in an impartial manner.

Activity provider fees and deposits made in good faith by STA on behalf of a participant are not refundable, and therefore will be deducted from any refund should an application be successful.

In cases whereby an activity provider cancels, for legitimate reasons, such as bad weather, or mechanical failure, STA will endeavour to schedule an alternative program of similar value. Where this is not possible, a refund will be considered.

## Homestay

All Homestay bookings must be finalised at least 14 days prior to arrival.

A 24 hour Hotline is available to all Homestay participants, and where necessary and appropriate, alternative accommodation will be made.

Minors are not permitted to reside in public accommodation unless accompanied by a parent, guardian or authorised adult.

## Transport and Venue Fees

All transport, venue entry and other fees are inclusive in the program costs.

Any participant wishing to use transport, or undertake other activities that incur costs that are outside the scheduled program is responsible for all such expenses, and cannot seek refund from STA.

## Tuition

STA tuition focusses on quality, relevant and useable subject matter that will improve reading, listening, speaking and writing in contemporary contexts. Students requiring additional classes to those scheduled in their program are liable for the additional tuition costs.

## Disclaimer

STA accepts no responsibility for participants' accidents, illness, theft or loss of any property.

Certain STA programs may be unavailable during Australian public holidays. Please consult with STA regarding gazetted public holidays. Itineraries may change without notice. Schools visits are not available during Australian school holidays, including public holidays.

