

# ELP APPLICATION FORM

Blue Mountains International Hotel Management School (BMIHMS) Pty Ltd | CRICOS Provider No: 00911E

STUDENT DETAILS			
First name:			
Family/Second name:			
Date of Birth:	DAY	MONTH	YEAR
Gender:	<input type="checkbox"/> Male	<input type="checkbox"/> Female	
Country of birth:			
Nationality:			
Passport number:			
Expiry date:	DAY	MONTH	YEAR
<b>Address:</b>			
City/Town:			
Zip/Postcode:		State:	
Country:			
Phone number:			
Mobile number:			
Email address:			
EDUCATION			
Last School / College / University attended:			
Highest qualification achieved (e.g. High School Certificate, Diploma of xx, Bachelor of xx, etc.)			

ELP COURSE START DATE			
Start date:	DAY	MONTH	YEAR
SPECIAL NEEDS			
Do you have any special needs that we need to be aware of (e.g. medical condition, disability, etc)?			
<input type="checkbox"/> Yes <input type="checkbox"/> No			
If YES, please specify:			
Competency in English			
How well do you speak English?			
<input type="checkbox"/> Very well <input type="checkbox"/> Well <input type="checkbox"/> Not well <input type="checkbox"/> Not at All			
Test name (i.e. IELTS, TOEFL, etc):			
Test score:			
Date obtained:	DAY	MONTH	YEAR

DECLARATION			
I hereby declare that I have read, understood and accepted the terms and conditions of enrolment (see following page). I also acknowledge that I have read and understood all other relevant information contained in the Blue Mountains International Hotel Management School website, <a href="http://www.bluemountains.edu.au">www.bluemountains.edu.au</a> .			
Name of Applicant:		Parent/Guardian signature required for applicant under 18.	
Signature: 8		Name:	
Date: DAY MONTH YEAR		Signature: 8	
Were you referred to us by an education agent?		If Yes, name/stamp of agent:	
<input type="checkbox"/> Yes <input type="checkbox"/> No			

# TERMS AND CONDITIONS

## Attendance and Academic Progress

All students must attend a minimum of 80% of the full-time study requirement (i.e. 20 contact hours per week) and achieve satisfactory academic results. Non-attendance must be supported by documentary evidence (e.g. medical certificate). If international student does not achieve satisfactory academic results, they have to be reported to the Department of Immigration and Border Protection (DIBP) in accordance with Australian Government regulations. This may lead to the cancellation of the student's visa.

## Contact Details

Students must notify the School of any change of contact details (i.e. residential address, telephone number and email address) within 7 days of such change.

## Health Cover

It is a requirement of the Australian Government that all international students take out health insurance, from an approved provider, before being issued with a visa and that the insurance be maintained throughout the student's stay in Australia. The health insurance premium is payable on enrolment. You will be advised of the current cost of health cover with your letter of offer.

## Employment and Living Costs

International students are permitted to work up to 40 hours per fortnight during terms and full time during term holidays, provided that work does not interfere with their studies. Students should ensure they are financially independent before coming to Australia. It is recommended that students budget for annual living costs of at least AU\$12,000 above their tuition fees. Students who have school-aged dependents (i.e. unmarried children between 5 and 18 years old) accompanying them to Australia for more than three months are required to ensure that adequate arrangements have been made for their schooling. Their dependents will be charged the full school fee if they are enrolled in either a government or non-government school.

## Payment of Fees

All fees are payable 21 days prior to the start of term. If the fees are not paid on time or alternative payment arrangements have been approved, then the School reserves the right to pursue action against the student, including barring access to the School IT network, Library, classes, academic results and ultimately legal action for recovery.

Overdue accounts will be subject to Late Fees as outlined in the School's Accounts Receivable Policy.

The School reserves the right to recover from the student any costs associated with legal action for debt recovery. International students may be reported to DIBP for non-payment of School Fees and this may result in visa cancellation.

Domestic students are able to cancel their term enrolments (and receive a refund for tuition fees paid) up until the respective Census Date for that term, however non-tuition fees are due and payable 21 days in advance of term and are not refundable.

## Visa Refusal

Where a visa application has been refused, the student must show proof of refusal. Upon receipt of proof of refusal and evidence of payment to the School, fees paid in advance in respect of tuition, Overseas Student Health Cover (OSHC) and accommodation will be refunded. However, no refund is given if visa refusal is based on breaches of visa conditions.

## Other Circumstances

No refund is given if students are dismissed by the School for disciplinary reasons or if a visa is cancelled due to breaches of visa conditions. Applications to defer admission to a later date will only be considered for cogent reasons. The School reserves the right not to offer a course previously made available at its own discretion. If this occurs, and the student is unable (or not willing) to enrol in a similar course at the School and the enrolment is therefore cancelled, all fees paid will be refunded with the exception of the non-refundable fee. This refund will be made within 28 days of the default day.

## Use of Personal Information

Personal Information about the student may be shared between the School and the Australian Government and designated authorities and, if relevant, the Tuition Protection Service. This information includes personal contact details, course enrolment details and changes, and the circumstances of any suspected breach by the student of a student visa condition.

## Withdrawal from Course of Study

Notification of withdrawal from a course of study must be made in writing and signed by the student. International students must give 28 days notice to be eligible for a full refund of tuition and non-tuition charges. Domestic students while able to amend their enrolments (and be eligible for tuition refund) up until Census Date, refund of non-tuition charges requires 28 days notice of intention to withdraw.

## Non-Refundable Fees

Enrolment Deposit from new students is non-refundable in the event 28 days of withdrawal is not given. Please also refer to above refund policy requirements.

## Induction/Orientation

At the commencement of the course, students will be required to attend an induction/orientation program. This program usually commences on the Wednesday of the first week of the course.

## HOW TO APPLY

For application enquiries and admissions information, please contact:

### Admissions Office

PO Box A256  
Sydney South,  
NSW, 1235, Australia

E [enquiry@bluemountains.edu.au](mailto:enquiry@bluemountains.edu.au)

T +61 2 9307 4600

[www.bluemountains.edu.au/apply](http://www.bluemountains.edu.au/apply)

### Leura Campus

1 Chambers Road,  
Leura NSW, 2780, Australia

### Sydney Campus

540 George Street,  
Sydney, NSW, 2000, Australia



[www.bluemountains.edu.au](http://www.bluemountains.edu.au)

## CRICOS NUMBERS

**Blue Mountains International Hotel Management School**  
**CRICOS Provider No: 00911E**

Diploma of Business (International Event Management)	064782B
Diploma of Business (International Hotel and Resort Management)	064787G
Diploma of Business (International Restaurant and Catering Management)	084227G

Associate Degree of Business (International Event Management)	064785K
Associate Degree of Business (International Hotel and Resort Management)	064789F
Associate Degree of Business (International Restaurant and Catering Management)	084225K

Bachelor of Business (International Event Management)	064786J
Bachelor of Business (International Hotel and Resort Management)	064790B
Bachelor of Business (International Restaurant and Catering Management)	084223A

Graduate Certificate in International Hotel Management	075347G
Master of International Hotel Management	075348G

Graduate Certificate in Global Business Management	080402G
Graduate Diploma in Global Business Management	080401J
Master of Global Business Management	080400K

**Pathway Programs**  
**Academy of English CRICOS Provider No: 02399M**

English Language Programs (Beginner to Advanced)	066657B
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