MONASH COLLEGE – ENGLISH LANGUAGE
CONDITIONS OF ENROLMENT

July 2012

Monash University English Language Centre will provide tuition in the course/s for which I am enrolled, subject to my working regularly and systematically through the course/s in accordance with instructions and provided that all fees and charges are paid by the due dates. I acknowledge that:

1. Any variation in these Conditions of Enrolment must be in writing and be signed on behalf of Monash University English Language Centre (MUELC).

2. It is a condition of enrolment that I attend all scheduled classes except where there is a legitimate reason for non-attendance acceptable to MUELC.

3. If my enrolment is terminated due to a breach of this condition, I understand and agree that I am not entitled to a refund of any fees or other charges paid under these Conditions of Enrolment.

4. All lessons and any materials supplied by MUELC are copyright and remain the property of MUELC. Any unauthorised copying may constitute a breach of the Copyright Act 1968 (as amended).

5. I will give my best effort to meet the requirements of the program and to abide by the rules and regulations of MUELC in respect to the running of MUELC and the conduct of its students. If I breach any of these rules or my behaviour is deemed unacceptable by MUELC, my enrolment may be cancelled, and I agree that I will not be entitled to a refund of any fees or other charges paid under these Conditions of Enrolment.

6. I may be required to attend organised activities as part of my course.

7. I authorise MUELC to obtain medical treatment for me should MUELC deem such action necessary. I agree to indemnify MUELC for any expenses, loss, damage or liability of any nature occasioned as a result of authorising and arranging any emergency medical treatment.

8. I agree that I am responsible for my own books, equipment and personal items and I hereby release and indemnify MUELC from all liability and claims for any loss or damage of such items, however caused.

9. I understand the conditions under which I may become entitled to a refund of any fees or other charges paid, as detailed in these Conditions of Enrolment, and agree that MUELC may retain any monies paid.

10. Overseas Student Health Cover (OSHC) is compulsory for all international students while they are in Australia on a student visa. I understand that I am required to pre-pay the correct amount in accordance with the length of my stay in Australia.

11. If I am in Australia on a tourist or other visa I must provide MUELC with evidence of adequate medical and travel insurance upon arrival.

12. I must provide MUELC with my address and inform MUELC of all changes of my address. I understand that my personal information may be made available by MUELC to Australian government authorities, namely, Department of Immigration and Citizenship (DIAC) or Department of Education, Employment and Workplace Relations (DEEWR).

13. I understand that MUELC is required by law to inform the DEEWR of changes to my enrolment and any breach of my student visa conditions relating to attendance or unsatisfactory academic performance.

14. I understand that MUELC has an approved grievance policy (see www.monash.edu/englishcentre/policies-procedures), a copy of which is available on enrolment or earlier by request. I understand that MUELC’s dispute resolution processes do not prevent me from taking further action under Australia’s consumer protection laws.