Australian International Islamic College

International Students
Information and Enrolment Booklet

CRICOS Provider Code: 02724C

Address: 724 Blunder Road, DURACK QLD 4077
Tel: (617) 3372 1400 Fax: (617) 3372 2500
Email: admin@aiic.qld.edu.au
Website: www.aiic.qld.edu.au
HOW TO APPLY

First Step: Please read the following information:

- International Students and Enrolment Booklet
  AIIC’s policies at http://www.aiic.qld.edu.au/crics-student-policies/

Second Step: Complete all pages of the enrolment Form.
Please attach the following information in English/official English translation.

1. Birth Certificate or passport title page
2. School reports for the last two years
3. A letter of reference from the student’s school Principal
4. Copies of any certificates of public examination (where applicable)
5. Results of English Language Test (i.e. IELTS, ISLPR, TOEFL) or their equivalent, administered by an accredited agency, Australian Education Assessment Services.

Third Step: Post/email duly completed APPLICATION FORM with all supporting documents together with non-refundable Application Fee of $250.00 AUD (by International Bank Draft) made out to AUSTRALIAN INTERNATIONAL ISLAMIC COLLEGE to the following address:

The Principal
Australian International Islamic College
724 Blunder Road,
DURACK. QLD 4077
AUSTRALIA.

Email: admin@aiic.qld.edu.au

Bank Name: Commonwealth Bank of Australia
Acc Name:
AUSTRALIAN INTERNATIONAL ISLAMIC COLLEGE
BSB No: 064 128
Acc No: 10142335
Swift Code: CTBAAU2S

The student application will be assessed and recommended to the Principal for the final decision on the acceptance. If successful, the college will email you a letter of acceptance and request you to pay the following refundable fees in advance:

- SECURITY DEPOSIT $AUD 2,000.00
- TUITION AND HOMESTAY FEES for at least one semester.
  (Amount required will be stated in our Letter of Acceptance.)
Note: You are required to take Health Insurance cover.

Fourth Step:

CONFIRMATION OF ENROLMENT

Upon receiving the above fees, a Confirmation Of Enrolment letter will be issued. This should be taken to the Australian Embassy in order to apply for a Student Visa.
ENTRANCE REQUIREMENT

ACADEMIC EVIDENCE

Overseas students applying for enrolment at Australian International Islamic College (AIIC) are required to provide the following records:

1) A copy of the latest school report – translated into English
2) Copies of any certificates of public examinations (where applicable)

ENGLISH COMPETENCY

An understanding of, and competence in, the use of English is essential to the full achievement of students in the Queensland educational system.

Primary Years 1 – 6

Students at Years 1 – 6 are assessed individually to determine their learning needs.

Secondary Junior Years 7 – 9

Students whose first language is not English must have a Level 4 IELTS with no less than 4 in speaking and listening.

Students wishing to enter AIIC at Years 7 – 9 must have an academic record placing them in the top 50% of their class in Mathematics, Science and English.

Secondary Senior Years 10 – 12

For admission to Year 10 students whose first language is not English must have a Level 4 IELTS with no less than 4 in speaking and listening.

Students wishing to enter AIIC at Year 10 – 12 must have an academic record placing them in the top 50% of their class in Mathematics, Science and English.

For admission to Board Subjects (Subjects which lead to calculation of an OP for University entrance) at Year 11 and 12 at AIIC, students whose first language is not English must achieve a minimum of Level 5 IELTS with no less than 4 in reading and writing. Where specific subjects have entry requirements, these must be met.

Consideration may be given to students who do not meet the English entry requirements on application. Acceptance to Australian International Islamic College will be at the discretion of the Principal.

All students will be re-tested on arrival at Australian International Islamic College.

MEDICAL INSURANCE

All Overseas students are required to have Overseas Students Health Cover (OSHC) for the duration of their studies. For more information, please refer to the following website:

Australian International Islamic College
Fees and Charges

<table>
<thead>
<tr>
<th>Tuition Fees- 2017</th>
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<tbody>
<tr>
<td>Payment Type</td>
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<tr>
<td>Yearly</td>
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ADDITIONAL EXPENSES

- Cost of school uniform
- School bus transport
- Textbooks
- Excursions
- Outdoor Education and Camps.
- QCAA Moderation Fee: AUD $423.40 (Applicable to Year 11 and 12 only)
APPLICATION FORM

Details of Student

I wish to enroll ____________________________ (Full name of student)

from the commencement of Semester 1, 2, in the Year ____________ for Year Level ____________

Date of Birth ____________________ Nationality ____________________________

Current School ____________________________ Year Level ____________

Details of older sibling(s) attending the School or who have applied to attend the School in the future:

Name: ____________________________ Date of Birth: ____________________________
   1. ____________________________ ____________________________
   2. ____________________________ ____________________________
   3. ____________________________ ____________________________

Full name(s)

Has the student ever been expelled, suspended or asked not to return to any school, or are there any circumstances concerning past behavior of which the Principal should be aware? ____________________________

(If yes, please advise details separately in writing).

Details of Parents (If Legal Guardian or Sole Parent, please specify)

FATHER ____________________________ MOTHER ____________________________

Full Name: ____________________________ Full Name: ____________________________

Address: ____________________________ Address: ____________________________

Occupation: ____________________________ Occupation: ____________________________

Employer: ____________________________ Employer: ____________________________

Work telephone: ____________________________ Work telephone: ____________________________

Home telephone: ____________________________ Home telephone: ____________________________

Fax No (s): ____________________________ Fax No (s): ____________________________

Email Address: ____________________________ Email Address: ____________________________

Name of person (s) by whom fees are payable ____________________________

Relationship to student (if not parent) ____________________________

Address for Fee Statements to be sent, if different from address for normal School correspondence.
My payment (if applicable) to cover the application for enrolment fee which is not refundable is enclosed herewith.

I agree to pay on receipt of letter of acceptance from the Principal, a security deposit and at least one semester tuition fee for receiving the confirmation of enrolment Certificate.

I accept responsibility for all proper fees and charges. It is understood that fees are payable within 4 weeks of the commencement of each Semester. An administrative fee will be charged on overdue accounts.

I am aware of the rule which requires that notice of withdrawal of a student must be given in writing at least four (4) weeks prior to the commencement of each semester, otherwise full fees for that semester will be payable.

Signature of Father: __________________________ Date: _______/_____/__________
Signature of Mother: __________________________ Date: _______/_____/__________

If the student is the son/daughter, grandson/daughter or brother/sister of a past student, please supply the name/s and relationship/s.

For administrative purposes please indicate the way in which you heard about Australian International Islamic College by placing a tick in the appropriate box.

☐ From relatives who are past students of the Australian International Islamic College.
☐ From friends or acquaintances
☐ Through an advertisement in a newspaper or magazine (Please specify name of publication) ……………………………………………………………
☐ By attending an Education Exposition
☐ Other (please specify) ……………………………………………………………

For Further information, please contact The Principal
724 Blunder Road,
Durack QLD 4077
Telephone: +617 3372-1400
Fax: +617 3372-2500
Email: admin@aiic.qld.edu.au
Website: www.aiic.qld.edu.au
The application for a refund of fee and charges should be made in writing. If there are exceptional circumstances for not starting the course or withdrawal from a course, a written explanation should be made to the Principal. The Principal may approve a greater amount of refund than defined below in some cases.

Payment of any refund due will be made within 4 weeks of receiving the written application for refund.

IF A STUDENT DOES NOT START A COURSE.

*If 4 weeks notice of cancellation has been received.*

- Application for enrolment fee (current $AUD 250) will not be refunded.
- All other fees and charges paid will be refunded after deduction of administrative fees and transaction fees associated with transfer of funds.
- The Security Deposit less any money owing will be refunded.

*If less than 4 weeks notice of cancellation has been received.*

- Application for enrolment fee (current $AUD 250) will not be refunded.
- No Tuition Fee for the first semester will be refunded.
- 100% of all other fees or payment will be refunded.
- Security Deposit less any money owing will be refunded.

IF A STUDENT WITHDRAWS FROM A COURSE BEFORE COMPLETION DATE.

- Application for enrolment fee (current $AUD 250) will not be refunded.
- The Security Deposit less any monies owing will be refunded.
- All other fees paid in advance, less those owing for the current semester will be refunded.

All Security Deposits and Semester Fees paid in Advance are held in Trust. Fees payable for the current Semester is transferred from Trust to the General Fund Account with the balance of Fees paid in advance remaining in the Trust Account.

NOTE: Please note the refund of Fee agreement does not remove the right to take further action under Australia’s Consumer Protections laws.

I ____________________________ have read the Refund Policy

Signature ____________________________ Date: ______/_____/____