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CRICOS Provider Code: 00051M  
SELC Australia Pty Ltd ABN 34 051281 380

## 2010 ENROLMENT INFORMATION

### HOW TO ENROL

You can enrol through one of our many agents around the world or alternatively with SELC directly. To enrol directly with SELC you can:

1. Enrol online at [www.selc.com.au](http://www.selc.com.au) or
2. Fill out an enrolment form and fax, email or post it to SELC.

Please read all information carefully before enrolling, including the Conditions of Enrolment. **You must sign a copy of the enrolment form** to indicate that all the information you have provided is correct and that you agree to the Conditions of Enrolment. Only when SELC has seen this signed enrolment form can we process your enrolment.

### COURSES AT A GLANCE

#### GENERAL ENGLISH:

Beginner to Advanced

The course aims to develop students' overall proficiency in the four skills (speaking, listening, reading, writing) in general or everyday contexts. Course books are supplemented by task-based learning, integrating multimedia.

#### ENGLISH FOR ACADEMIC PURPOSES:

Intermediate to Advanced

This course is for students who want to enter an Australian university or college using one of SELC's numerous direct entry pathways without the need for a standardised test score. It uses authentic material appropriate for tertiary settings and familiarises students with the language and culture of higher education in Australia and the research skills they will need.

#### IELTS PREPARATION:

Intermediate to Advanced

This course is for students who need to prepare for the IELTS test. The course consists of two 12-week cycles, a lower level designed for students aiming for 5.5 and a higher level for 6.5 or above. Students improve their language proficiency and test-taking techniques through skills development and graded exam practice, focusing on each module and key task-types.

#### ENGLISH FOR BUSINESS COMMUNICATION:

Intermediate to Advanced

This course is aimed at people working in international business or wishing to do so, and offers all the language and cultural communication skills needed by people who use English for their work. Some classes are held in our state-of-art Business English Centre.



### ENGLISH FOR CUSTOMER SERVICE COMMUNICATION:

Elementary to Pre-intermediate

This course is in two 4-week modules and will help you to communicate in work situations such as cafes and hotel bars. You will study in our virtual Café/Bar and sit examinations for two external qualifications that can help you find work while you are in Australia.

### CAMBRIDGE TEST PREPARATION:

Upper Intermediate to Advanced

The SELC courses familiarise students with the test format and equips them with the skills and strategies needed for success in First Certificate in English (FCE), Certificate in Advanced English (CAE) and Certificate of Proficiency in English (CPE).

#### 2010 Cambridge Test Dates

Course	Exam Closing Dates	Written Exam Dates
FCE	15 January 25 March 24 September	13 March 15 June 7 December
CAE	15 January 25 March 24 September	6 March 16 June 8 December
CPE	25 March 24 September	17 June 9 December

### TOEIC:

SELC is an official TOEIC Test Centre.

2010 TOEIC Test Dates	
26 February	13 August
23 April	8 October
18 June	3 December

### CERTIFICATE IV IN TESOL:

This 8-week, closed course will give you the skills, knowledge, practical experience and qualification to begin or advance your English language teaching career.

The course focuses on equipping you with the practical skills and knowledge required to conduct high quality English language lessons in a confident, professional and dynamic manner. Beyond this the SELC TESOL course aims to improve your overall employability skills and will give you a first-hand insight into how a language school works and how to pursue a career as a successful English Language teacher. The qualification is part of the Australian Qualifications Framework (AQF) and is recognised by all NEAS accredited schools in Australia and many colleges, universities and language schools throughout the world.

## ENROLMENT PROCEDURE

1. Send a completed and **signed** enrolment form to SELC (mail, fax or online).
2. SELC will send you an enrolment certificate (Letter of Offer) and an invoice. For some specific courses SELC will ask you to complete a Pre-enrolment English Aptitude Test before we send these documents. Once you've completed the testing process and if your English is strong enough for your chosen course we will send the Letter of Offer and invoice.
3. Arrange payment of fees.
4. SELC will send you documents necessary for visa processing.
5. Apply for a student, visitor or working holiday visa at the Australian Embassy or Consulate in your country.

In some countries you will need to have a Pre-Visa Assessment (PVA) before applying for a student visa. Please check with the Department of Immigration and Citizenship (DIAC) for details. Visa information: [www.immi.gov.au](http://www.immi.gov.au).

### **PRE-VISA ASSESSMENT**

1. Send a completed and **signed** enrolment form to SELC (mail, fax or online).
2. SELC will send you an enrolment certificate (Letter of Offer).
3. Send Australian visa application form, SELC Letter of Offer and any other documents you may need to DIAC.

### **CONFIRMATION OF ENROLMENT**

1. If your Pre-Visa Assessment is successful, DIAC will advise you in writing.
2. SELC will send you an invoice for fees. Pay SELC the full amount.
3. When SELC receives payment we will issue documentation necessary for student visa processing.
4. Send all necessary documents to DIAC.

## **VISAS**

### **STUDENT VISA.**

To study full-time for more than 3 months you will need a student visa. You must also pay Overseas Student Health Cover (OSHC). Student visa holders may work for up to 20 hours per week.

### **VISITOR VISA**

To study for 3 months or less, you can travel with a visitor visa. You can study full-time or part-time and medical insurance is not compulsory, although recommended. Visitor visas do not allow you to work.

### **WORKING HOLIDAY VISA**

People between 18 and 30 from some countries are able to apply for a working holiday visa. You are allowed to study for up to 4 months.

## **UNDER 18 YEARS ACCOMMODATION ARRANGEMENTS**

All students under 18 years of age must have an adult carer in Australia. The Confirmation of Appropriate Accommodation/Welfare (CAAW) form is issued when SELC is responsible for placing a student with a homestay/carer. This form is used for student visa processing.

A CAAW form will be issued by SELC if you:

1. Stay in a SELC homestay
2. Stay with a carer nominated by your parents. SELC will inspect, interview and arrange screening of the carer appointed. Please contact SELC Accommodation Department to request this service, for which a fee will apply.

A CAAW form will not be issued by SELC if you stay with a parent or relative over 21. In this case the SELC carer form must be completed, so that the college has your accommodation details.

## **BREAK DURING STUDY**

If you would like to have a break during your study period it must be pre-arranged at the time of enrolment. You must include your break information on the enrolment form.

# 2010 FEES AND TERM DATES

*All prices in Australian Dollars (AUD) and include GST where applicable.*

## TERM START DATES (For all courses except those with \* below:)

4 January	24 May	11 October
1 February	21 June	8 November
1 March	19 July	6 December
29 March	16 August	3 January (2011)
27 April	13 September	

\*English for Customer Service Communication - Bar & Cocktail Training Certificate start dates: 1 Feb, 27 Apr, 19 Jul, 11 Oct

**ENROLMENT FEE \$200** (payable for first term only)

## TUITION FEES

### Full time

Tuition fees are based on a weekly rate.

Courses generally consist of any number of 4-week terms. Course length: 2 – 52 weeks

2 – 9 weeks	<b>\$360</b>
10 – 19 weeks	<b>\$350</b>
20 – 29 weeks	<b>\$340</b>
30 – 39 weeks	<b>\$330</b>
40+ weeks	<b>\$320</b>

### Courses include:

General English, English for Academic Purposes, IELTS Preparation, English for Business Communication, English for Customer Service Communication

### English for Customer Service Communication

(Additional External Certificate Fees apply as follows)

Barista Training Certificate (Barista + Latte Art)	<b>\$150*</b>
Bar & Cocktail Training Certificate (RSA +RCG)	<b>\$150*</b>

\*Subject to change without notice.

**Part time Weekly \$310**  
(non student visa holders and General English only)

## CAMBRIDGE TEST PREPARATION

**10-week intensive FCE / CAE courses \$3800**

4 January – 12 March 2010

**12-week FCE / CAE / CPE courses \$4560**

22 March – 11 June 2010

13 September – 3 December 2010

Rates include: tuition and excursions

Cambridge Exam Fees: FCE \$362 / CAE \$368 / CPE \$376 (paid by the student after arrival)

## CERTIFICATE IV in TESOL (Coming mid 2010)

**8-week intensive course \$3840**

**MATERIALS FEE (All courses) \$5 per week** (Maximum \$160)

## ACCOMMODATION

**PLACEMENT FEE \$200** (All students)

**Homestay - Half Board** - Breakfast & dinner, 7 days a week  
**\$245** per week - 18 years and over  
**\$294** per week - Under 18 years, incl. guardianship fee

**Room and Facilities** - Use of kitchen for own cooking  
**\$182** per week - 18 years and over only

**Lodge – Sinclairs** - Breakfast 7 days. No dinner. Share bathroom facilities  
 Single room: **\$295** per week  
 Twin or Double room: **\$205** per person, per week

**Lodge – Bondi Beachouse** - No meals provided. Share kitchen & bathroom facilities  
 Single room: **\$490** per week  
 Twin room: **\$273** per person, per week  
 Double room (2 persons): **\$280** per person, per week  
 Dormitory room: **\$203** per person, per week (normally max. 4, exceptionally 6)

**Serviced Apartments – Bondi Serviced Apartments** - No meals  
 Studio apartments - 1 or 2 people - *Prices on application – pay direct*

**Hotel** - Breakfast 7 days  
 Single/Double/Twin room - 1 or 2 people - *Prices on application – pay direct*

**AIRPORT MEETING AND TRANSFER \$130** (one way)

**INTERNET / E-MAIL (ADSL) Free for all SELC students** (subject to availability)

### OVERSEAS STUDENT HEALTH COVER RATES (student visas)

*Period of stay authorised by visa*

1 month \$33	5 months \$162	9 months \$292
2 months \$65	6 months \$195	10 months \$324
3 months \$98	7 months \$227	11 months \$357
4 months \$130	8 months \$260	12 months \$389

\* These fees have been rounded up to the next dollar amount.

\* Subject to change without notice

### HOLIDAYS 2010

New Year's Day	1 January	Queen's Birthday	14 June
Australia Day	26 January	Teachers' Holiday	2 August
Good Friday	2 April	Labour Day	4 October
Easter Monday	5 April	Christmas Day	25 December
ANZAC Day	26 April	Boxing Day	27 December

Please make your bank draft, cheque or postal note payable to **Sydney English Language Centre**.

Payments may be made direct to:

**Account Name:** Sydney English Language Centre

**Account No:** 16 7368

**Branch No:** 032 051

**Bank:** Westpac Banking Corporation

**Branch:** Bondi Junction, Westfield Shopping Centre NSW  
 2022, Sydney, Australia

**Swift Code:** WPACAU2S

Bank charges must also be paid for direct transfers.

We are closed for the special teachers' holiday on 2 August 2010 and for all official public holidays.

SELC reserves the right to change its fees, conditions, cancel or defer courses, and to alter course timetables at any time without notice.