

CONDITIONS 2010

- Our courses take place from Monday to Friday, except on Public Holidays.
- We offer the following lessons from Monday to Friday inclusive:
 - 4 lessons per day of 50 minutes each for our Standard 20 Course.
 - 6 lessons per day of 50 minutes each for our Intensive 30 Course
- Our Standard 20 Plus and Intensive 30 Plus Courses include
 - 1 or 2 individual lessons of 45 minutes every day.
- Our Individual Course lessons last 45 minutes.

- Host family accommodation is provided from Sunday, one day prior to course commencement, and ends on Saturday morning, one day after the course finishes.
- All fees are non transferable
- Our prices are in NZ dollars and include GST.
- Social activities which are organised by our school are at extra cost.
- All fees must be paid at least 2 weeks before the course commences.

DEPOSIT AND CONFIRMATION

On receipt of a completed enrolment form, and a non-refundable registration fee of \$120, written acknowledgement of enrolment will be given by LSI to guarantee students a place.

FEES

The course fees plus the cost of accommodation must be received no later than two weeks before the start of the course. In the event of non-payment, Language Studies International reserves the right to refuse admission.

STUDENT FEES

All student fees are to be deposited in the following account:
Language Studies International (NZ) Ltd - Student Fees Trust Account
The National Bank, 185 Broadway, Newmarket, Auckland.

NZ\$ Account Number: 060265-0101907-00 Swift Code: ANZBNZ22

In the event of insolvency, regulatory closure or withdrawal, or partial withdrawal of accreditation, LSI students may apply to Carlton DFK for a refund of unused fees:

Please post claims to LSI Student Fees Trustees, Carlton DFK,
Level 3, 135 Broadway Newmarket, Auckland, NZ

US\$ Account Number: LANINT-USD20 Swift Code: ANZBNZ22

Please arrange your transfer as follows:
International Telegraphic Transfer/SWIFT MT103 to ANZ National Bank Ltd, Wellington, New Zealand. For the credit of Language Studies International NZ Foreign Currency account number LANINT-USD20.

CODE OF PRACTICE

LSI has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students published by the Minister of Education. Copies of the code are available on request from this institution or from the New Zealand Ministry of Education website at www.minedu.govt.nz/goto/international

IMMIGRATION

Full details of visa and permit requirements, advice on rights to employment in New Zealand while studying, and reporting requirements are available through the New Zealand Immigration Service, and can be viewed on their website at www.immigration.govt.nz Please check the website for medical certificate requirements associated with visa applications.

ELIGIBILITY FOR HEALTH SERVICES

Most International students are not entitled to publicly funded health service while in New Zealand. If you receive medical treatment during your visit, you may be liable for the full cost of that treatment. Full details on entitlements to publicly funded health services are available through the Ministry of Health, and can be viewed on their website at www.moh.govt.nz

ACCIDENT INSURANCE

The Accident Compensation Corporation provides accident insurance for all New Zealand citizens, residents, and temporary visitors to New Zealand, but you may still be liable for all other medical related costs. Further information can be viewed on the ACC website at www.acc.co.nz/

MEDICAL AND TRAVEL INSURANCE

International students must have appropriate and current medical and travel insurance while studying in New Zealand.

CANCELLATION

If student cancels 14 days before start date, a full refund (minus \$120 registration fee) is given. If student cancels 1-14 days before start date, student must pay 2 weeks accommodation plus Reg fee plus AP fee. Students enrolled for a course over 3 months may withdraw at any time within 7 days after the first day of the course booked.

These students are refunded, without deduction, so much of any payment, or of the sum of any payments, made by the student to the establishment in respect of that course, and, if withdrawal from that course also constitutes withdrawal from the establishment as a whole, in respect of enrolment at the establishment, as exceeds \$500.00 or 10% (percent) of the amount of that payment or of the sum of those payments, whichever is the lesser.

Where a foreign student enrolled on a course of study that is less than three months' duration withdraws from such a course, the following minimum refund entitlement will apply:

- For courses of up to and including four weeks and six days: where a student withdraws within the first two days of the course LSI will retain 50% of the full amount and refund the balance to the student.*
- For courses of five weeks or more but less than three months: where a student withdraws within the first five days of the course LSI will retain 25% of the full amount and refund the balance to the student.*

Otherwise there are no refunds of tuition fees.

GOODS AND SERVICE TAX

Please note that course fees are subject to a 12.5% government tax. Should this be increased, our fees will increase accordingly. Homestay accommodation fees do not include this tax.

HOMESTAY CANCELLATION

All cancellations, withdrawals or changes should be submitted in writing at least 2 weeks in advance and must be confirmed by LSI. Non confirmed withdrawals result in payment of two weeks homestay fee.

MINIMUM AGE

The minimum age for acceptance is 16 years. Students under the age of 18 staying in family accommodation must book half-board and a return airport transfer. Unless otherwise requested by a parent or guardian, students under the age of 18 staying in family accommodation will be expected to return to their accommodation by no later than 22.00 hours each evening.

CHANGE OF COURSE

Students cannot change their course to a lower specification once the course has begun e.g. students cannot change from Intensive 30 to Standard 20 Course once they have started their course. Courses have set starting and finishing dates with no course changes permitted.

HOLIDAYS

Application for a holiday must be made to the office 14 days before commencement of the holiday. Holidays must be Monday to Sunday. Courses with student visas: No holidays permitted.

ATTENDANCE

Once enrolled, students are expected to attend all lessons. No fees are refundable should a student have to leave for misconduct.