

Information and Application Form

International Students | 2015 / 2016



ACG English School

**The University of Auckland
Certificate in Foundation Studies**



**AUT University
Certificate in Foundation Studies**



ACG Parnell College



ACG Strathallan



ACG Senior College



ACG Sunderland



ACG Tauranga

Study at ACG in New Zealand

Your complete
education pathway
from Kindergarten
to University

ACG English School

Intensive Academic English* * This course is currently registered as Intensive General English with NZQA.

Entry dates: Every Monday	Course length: 2 to 48 weeks
Tuition: 24 or 30 hours per week	Entry requirement: Minimum age 12

2015 tuition fees

1 to 30 weeks (24 hours per week)	NZ \$400 per week
31 to 48 weeks (24 hours per week)	NZ \$373 per week
1 to 30 weeks (30 hours per week)	NZ \$460 per week
31 to 48 weeks (30 hours per week)	NZ \$420 per week

	2015 cycle dates	2016 cycle dates
Cycle 1	5 January - 19 March	5 January - 24 March
Cycle 2	24 March - 11 June	30 March - 16 June
Cycle 3	16 June - 3 September	21 June - 8 September
Cycle 4	8 September - 26 November	13 September - 1 December
Cycle 5	30 November - 31 December	5 December - 30 December

ACG English School is closed on the Friday and Monday at the end of each cycle and on public holidays.

The University of Auckland Certificate in Foundation Studies

Delivered by ACG New Zealand International College

2015 tuition fees

Fast-track: 8/9 months (3 terms) - IELTS 5.5	NZ \$23,200
Standard: 1 year (4 terms) - IELTS 5.0	NZ \$23,200
Extended: 18 months (6 terms) - IELTS 4.5	NZ \$34,800
Post-foundation: 6 months (2 terms)	NZ \$11,600

2015 starting dates

Standard, extended and Post-foundation	Thursday 29 January, Monday 20 July
Fast-track	Monday 20 April, Monday 12 October

2016 starting dates

Standard, Extended and Post-foundation	Tuesday 26 January, Monday 25 July
Fast-track	Monday 2 May, Monday 10 October



Te Whare Wānanga o Tāmaki Makaurau

Starting dates and term dates shown are inclusive of orientation. Attendance at orientation is required.

AUT University Certificate in Foundation Studies

Delivered by ACG Norton College

2015 tuition fees

Fast-track: 6 months (2 terms) - IELTS 5.5/6.0 (see page 4)	NZ \$16,480
Standard: 8/9 months (3 terms) - IELTS 5.5	NZ \$18,600
Standard Plus: 1 year (4 terms) - IELTS 5.0	NZ \$24,800
Academic English for Foundation: 3 months (1 term) - IELTS 4.5	NZ \$6,800

2015 starting dates

Standard, Standard Plus and Academic English	Thursday 29 January, Monday 20 April, Monday 20 July, Monday 12 October
Fast-track	Thursday 29 January, Monday 20 July

2016 starting dates

Standard, Standard Plus and Academic English	Tuesday 26 January, Monday 2 May, Monday 25 July, Monday 10 October
Fast-track	Tuesday 26 January, Monday 25 July



Term dates for University Foundation Studies Programmes

2015	Term 1	Term 2	Term 3	Term 4	2016	Term 1	Term 2	Term 3	Term 4
	Thursday 29 January - Thursday 2 April	Monday 20 April - Friday 26 June	Monday 20 July - Friday 25 September	Monday 12 October - Friday 11 December		Tuesday 26 January - Friday 15 April	Monday 2 May - Friday 1 July	Monday 25 July - Friday 23 September	Monday 10 October - Friday 9 December

Public holidays in Auckland

2015	2016
1-2 January, 26 January, 6 February, 3-6 April, 27 April, 1 June, 26 October, 25-28 December	1 January, 4 January, 1 February, 8 February, 25 March, 28 March, 25 April, 6 June, 24 October, 26-27 December

ACG school programmes

All ACG schools offer Cambridge International IGCSE and A-Levels at senior level. ACG Senior College also offers the International Baccalaureate (IB) Diploma.*

ACG Parnell College	2015 annual tuition fees
Years 1 to 6 (students aged 5 to 10)	NZ \$18,800
Years 7 to 10 (students aged 11 to 15*)	NZ \$24,000
Years 11 to 13 (students aged 15 and over*)	NZ \$26,000

* Students in Year 9 to Year 13 will be offered places at ACG New Zealand International College, delivered by ACG Parnell College.

ACG Strathallan	2015 annual tuition fees
Years 1 to 6 (students aged 5 to 10)	NZ \$18,500
Years 7 to 13 (students aged 11 and over)	NZ \$22,660

Partial tuition scholarships are available, please contact ACG for information on how to apply.

ACG Sunderland	2015 annual tuition fees
Years 1 to 6 (students aged 5 to 10)	NZ \$18,360
Years 7 to 13 (students aged 11 and over)	NZ \$21,500

Partial tuition scholarships are available, please contact ACG for information on how to apply.

ACG Tauranga	Available from 2016
Years 1 to 6 (students aged 5 to 10)	Tuition fees will be published in 2015
Years 7 to 10 (students aged 11 to 14)	

ACG Senior College Years 11 to 13

Cambridge International Examinations

2015 annual tuition fees	
Cambridge International IGCSE and A-Levels	NZ \$23,460

2015 entry dates <i>Inclusive of orientation</i>	
Thursday 22 January, Monday 20 April, Monday 20 July, Monday 12 October	

2016 entry dates <i>Inclusive of orientation</i>	
Thursday 21 January, Monday 2 May, Monday 25 July, Monday 10 October	

International Baccalaureate (IB)

2015 tuition fees	
Pre-IB Diploma Courses	NZ \$24,080 1 year (4 terms) NZ \$12,040 6 months (2 terms)
IB Diploma*	NZ \$24,480 per year

2015 entry dates <i>Inclusive of orientation</i>	
6-month Intensive Pre-IB Diploma	Thursday 22 January
1-year Pre-IB Diploma	Friday 17 July
IB Diploma*	Friday 17 July

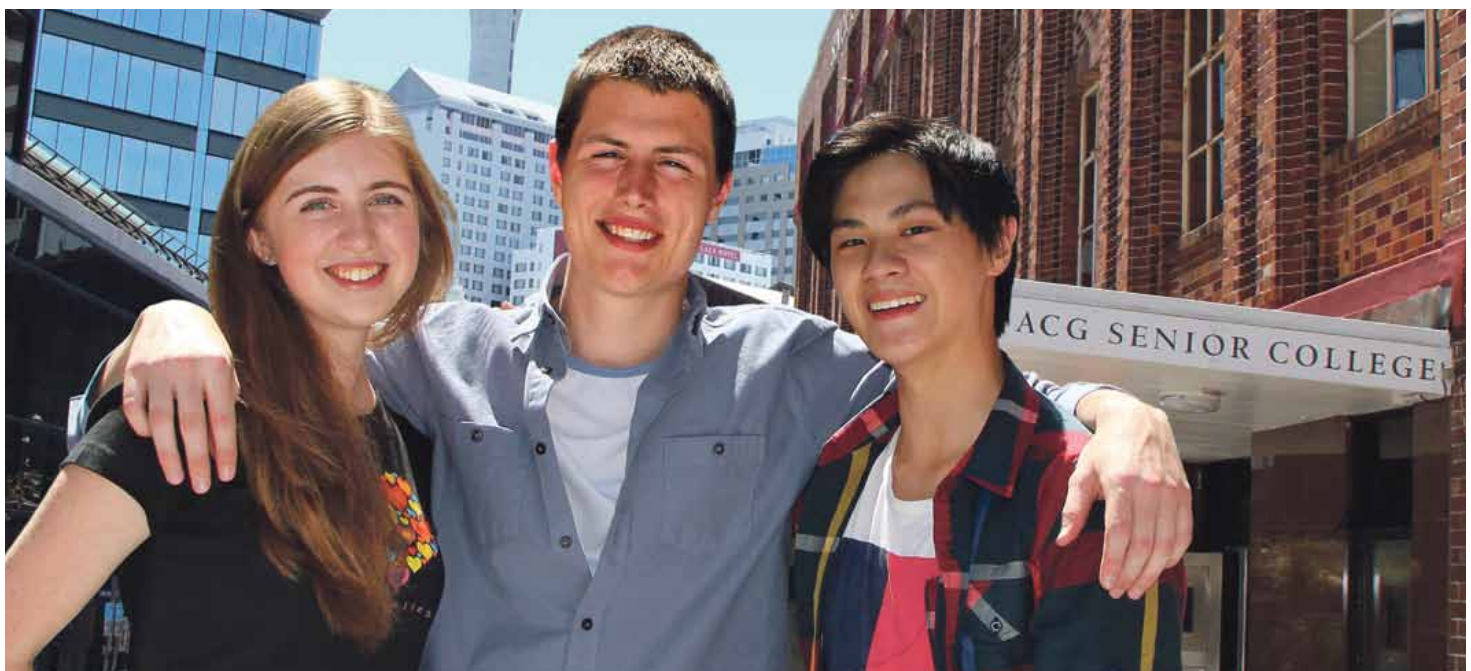
2016 entry dates <i>Inclusive of orientation</i>	
6-month Intensive Pre-IB Diploma	Thursday 21 January
1-year Pre-IB Diploma	Friday 22 July
IB Diploma*	Friday 22 July

* Subject to authorisation

Term dates* for all ACG schools

*Start dates for all ACG schools except ACG Senior College ACG Parnell College: ** Wednesday 21 January 2015
° Wednesday 20 January 2016

2015	Term 1	Thursday 22 January** - Thursday 2 April	2016	Term 1	Thursday 21 January° - Friday 15 April
	Term 2	Monday 20 April - Friday 26 June		Term 2	Monday 2 May - Friday 1 July
	Term 3	Monday 20 July - Friday 25 September		Term 3	Monday 25 July - Friday 23 September
	Term 4	Monday 12 October - Friday 4 December		Term 4	Monday 10 October - Tuesday 6 December



English language entry requirements

Students who successfully complete an ACG English School course at the appropriate level and who meet stated academic entry requirements have guaranteed entry into ACG Schools and programmes. Students whose first language is not English and who do not complete an ACG English School course, must demonstrate their English language proficiency. The following minimum English entry standards apply:

ACG English School	
Intensive Academic English	No minimum IELTS requirement
Intensive IELTS Preparation	Successful completion of ACG English School's Academic Level 3; IELTS 5.0 or equivalent

The University of Auckland Certificate in Foundation Studies		
Fast-track	8/9 months (3 terms)	IELTS 5.5 (a minimum of 5.0 in all bands); ACG English School's Academic Level 4 or equivalent
Standard	1 year (4 terms)	IELTS 5.0 (a minimum of 4.5 in all bands); ACG English School's Academic Level 3 or equivalent
Extended	18 months (6 terms)	IELTS 4.5 (a minimum of 4.0 in all bands); ACG English School's Academic Level 2 or equivalent

AUT University Certificate in Foundation Studies		
Fast-track	6 months (2 terms)	IELTS 5.5 (with a minimum of two bands of 6.0, with at least one being in Reading or Writing, and no band less than 5.0), or IELTS 6.0 (with no band less than 5.5) or equivalent
Standard	8/9 months (3 terms)	IELTS 5.5 (a minimum of 5.0 in all bands); ACG English School's Academic Level 4 or equivalent
Standard Plus	1 year (4 terms)	IELTS 5.0 (a minimum of 4.5 in all bands); ACG English School's Academic Level 3 or equivalent
Academic English for Foundation	1 term	IELTS 4.5 (a minimum of 4.0 in all bands); ACG English School's Academic Level 2 or equivalent

ACG Parnell College, ACG Strathallan, ACG Sunderland and ACG Tauranga	
Years 7-10	IELTS 4.5 (a minimum of 4.0 in all bands); ACG English School's Academic Level 2 or equivalent
Years 11-13	IELTS 5.0 (a minimum of 4.5 in all bands); ACG English School's Academic Level 3 or equivalent

ACG Senior College	
Year 11 (IGCSE)	IELTS 5.0 (a minimum of 4.5 in all bands); ACG English School's Academic Level 3 or equivalent
Years 12-13 (A-Levels)	IELTS 5.5 (a minimum of 5.0 in all bands); ACG English School's Academic Level 4 or equivalent
1-year Pre-IB Diploma	IELTS 4.5 (a minimum of 4.0 in all bands); ACG English School's Academic Level 2 or equivalent
6-month Intensive Pre-IB Diploma and IB Diploma	IELTS 5.0 (a minimum of 4.5 in all bands); ACG English School's Academic Level 3 or equivalent

The ACG English Language Test (ACGELT) is available for students who have not completed an IELTS or TOEFL Examination. An online English language test is also available for students who apply through one of ACG's official agent representatives. Please contact ACG for more details.

Please note that English language support is available at all ACG Schools.



Additional fees

ACG English School

Dependent on the student's level:

Workbooks	\$35 - \$85
Course & module textbooks	\$120 - \$135 (\$80 is refundable on course completion)

Students who are promoted to a higher level are expected to buy new workbooks, and to exchange their coursebooks at a cost of **\$10** per book.

Advanced Elementary and above Additional resource fee of **\$50**

The University of Auckland Certificate in Foundation Studies

Text books & course materials	\$480 per year
Subject examination fees	\$275

Subject course fees (approx. costs), optional subjects:

Design	\$750
IELTS examination fee	\$385 only for degrees requiring IELTS
Geography field trips	\$950 per year
Photography	\$300 plus a digital SLR camera

AUT University Certificate in Foundation Studies

Text books & course materials	\$480 per year
Subject examination fees	\$275

Subject course fees (approx. costs), optional subjects:

Design	\$350
Drawing	\$350
History	\$250 for field trip activities
IELTS examination fee	\$385 only for degrees requiring IELTS

ACG Parnell College, ACG Senior College, ACG Strathallan, ACG Sunderland and ACG Tauranga

Text books	\$200 - \$600 per year
Subject examination fees (Years 10 to 13 Cambridge International IGCSE and A Levels)	\$50 - \$660 depending on subjects taken
Uniform (Years 1 to 12)*	\$400 - \$1,200
Public transport to school	\$25 - \$80 per week
School bus (ACG Strathallan and ACG Sunderland)	\$54 - \$94 per week

Subject course fees (approx. costs), optional subjects - Year 11 to Year 13 students

Cambridge International IGCSE and A Levels:

Painting	\$300 - \$500	* Years 1 to 13 at ACG Sunderland, ACG Senior College students do not wear a uniform.
Design	\$450 - \$750	
Textiles (ACG Senior College)	\$480	
Photography	\$150 - \$480	

Physical / Outdoor Education fees

Physical Education Year 11	\$80 - \$120
Physical Education Years 12 & 13	\$350
Physical Education/Induction camp, Year 11**	\$150
Physical Education camp, AS**	\$400
Outdoor Education (Years 7 to 13 ACG Sunderland)	\$400
Geography field trips	\$25 - \$250
Optional extra-curricular sports fees (ACG Parnell College and ACG Strathallan)	up to \$800 per year

** ACG Parnell College and ACG Senior College.

IB Diploma fees at ACG Senior College

Art (Pre-IB course)	\$250
IB examination entry fee. (Pay once only)	\$1,200 approx.
Online course fee (Pamoja online course not offered by the College)	\$1,300 approx.
Group 6 Visual Art materials fee	\$550 approx.
Textbooks	\$100 to 200 per subject approx.
Student diary	\$20 approx.
ID Card	\$12 approx.
IB Camp	\$140 approx.
CAS activities	\$400 approx.

Student Care Plus

An optional support and supervision service offered by professional staff members of ACG **\$6,000** per year

For more information about Student Care Plus, please refer to our website: www.acgedu.com

Administration fees (payable once only, non-refundable)

Registration fee	\$300
Accommodation placement fee	\$300

Accommodation fees

Please refer to the Accommodation Selection Form on page 10.

Under 18 accommodation guarantee and services Fee **\$600** per year

The under 18 accommodation guarantee and services fee is charged per year or at \$15 per student per week when a student under the age of 18 lives with a homestay provider or designated person arranged by the parent/s, student or their representative. This fee is charged to enable the arranged accommodation to be checked once per term when the student and the designated caregiver are both present to ensure that Code of Practice requirements are met. In situations where ACG has not arranged the accommodation the accommodation placement fee of \$300 will not be charged.

Change of homestay fee **\$50** per change

The change of homestay fee will only apply when a student makes a request to change homestay when the reasons provided are deemed unacceptable and/or for a student who frequently changes homestay. The fee is charged at the discretion of the Academic Registrar.

Airport greeting and transfer fee

\$110 one way

Medical and travel insurance

\$500 one year (Fee subject to change)

Students are required to have comprehensive private medical and travel insurance in New Zealand while studying at ACG's schools and colleges.

ACG will arrange comprehensive insurance cover for students through the Southern Cross Student Max Policy.

Weekly allowance

Students require a weekly allowance to cover transport, personal expenses and extra-curricular activities. A minimum weekly allowance of approximately **\$200** should be made for these expenses.

New Zealand government export education levy

The New Zealand Government has imposed an international student levy on tuition and course related fees. The levy is currently set at 0.45% of the compulsory tuition fees.

Goods and services tax

All fees are quoted in New Zealand dollars and include goods and services tax (GST) where applicable. This is a New Zealand Government tax payable on the supply of goods and services.

Family settlement service

A family settlement service is available from contracted partners to provide assistance to parents and family members who accompany their children to New Zealand to study at an ACG School.

The contracted partners can provide a variety of settlement service packages.

The **Standard settlement service** is provided for the first fourteen days upon arrival in New Zealand and includes:

- Pre-arrival support (obtaining quotes and responding to email queries)
- Airport meet and greet
- Arrange a prepaid sim card for a New Zealand mobile phone provider
- Mobile phone purchase if required
- Orientation and intercultural briefing (half day)
- Banking information and assistance
- Temporary accommodation arrangements in a motel/hotel
- Rental home research and inspection (2 days, up to 4 home inspections)
- Assistance with furniture and home appliance purchase or rental
- Home contents insurance information and assistance
- School assistance including interviews at the school, uniform and book purchases, campus tour and interpretation
- Telephone, power, Sky TV and internet service installment
- Vehicle purchase and insurance information (if required)
- Community information and assistance (medical and dental clinics, local shopping, banks, post office, library and restaurants)
- Visits at the new home to provide general information and support (up to 4 visits).

Standard service fee: **\$3,500** incl GST for the first 14 days upon arrival in Auckland.

Settlement services beyond fourteen days are available at additional cost.

Payment is required before the settlement service can be provided.

More advanced settlement services are available at a higher fee.

The service is currently available to Chinese and Korean speakers; please contact ACG if the service is required in another language.

How to complete this application form

- Read the information on all pages carefully. Select the course or course combination best suited to you.
- Complete the application form on pages 7 to 10. Please complete all spaces and boxes to ensure prompt processing of your application. Calculate the total cost of your courses, accommodation and additional fees.

Please note that weekly accommodation fees vary depending on the accommodation category selected.

Please note that the declaration at the bottom of page 9 must be signed by you and a parent (if you are under the age of 20 at the time of completing the application).

- Send the 4-page application form, a copy of your most recent school report, a copy of your passport and any documentation confirming that you have met the English language requirements to ACG by email (scanned), or mail.

PROCEDURES	ACTION BY STUDENT	ACTION BY ACG
<p>STEP 1 APPLICATION</p>	<ul style="list-style-type: none"> • Send the 4-page application form • Send a copy of your most recent school report • Send a copy of your passport • Send any documentation confirming you have met the English language requirements 	<ul style="list-style-type: none"> • Receive application • Review application • Email letter of offer and schedule of fees
<p>STEP 2 ENROLMENT</p>	<ul style="list-style-type: none"> • Pay all fees (registration, tuition, accommodation placement, accommodation, medical insurance and airport greeting & transfer fees)* • Send enrolment acceptance form • Send subject requests 	<ul style="list-style-type: none"> • Issue receipt and confirmation letter • For students under the age of 18, a Code of Practice compliant accommodation confirmation is issued (for visa application)
<p>STEP 3 COMPLETION</p>	<ul style="list-style-type: none"> • Apply for student visa* • Inform ACG of arrival flight details 	<ul style="list-style-type: none"> • Arrange accommodation and send accommodation details • Await student arrival • Airport greeting and transfer to accommodation, if requested

Forward your completed 4-page application form via:

POST

Academic Colleges Group
International Centre
PO Box 6199, Wellesley Street
Auckland 1141, New Zealand

EMAIL

Scan and email to:
admissions@acgedu.com

IN PERSON

ACG City Campus
345 Queen Street
Auckland City

YOU CAN ALSO APPLY ONLINE AT
www.acgedu.com/enrol

PHONE

+64-9-307 5399

* Students from certain countries, such as India, China, Vietnam, Russia and Turkey, should not pay fees until a Visa Approval in Principle has been obtained from Immigration New Zealand.

Student details Please use a black pen and write in BLOCK CAPITALS

Family name
(as appears in your passport)

Given name/s

Known name

Birth date DAY MONTH YEAR

Gender Male Female

Religious affiliation

First language

Does the student have allergies or medical conditions? Yes No
 Please disclose any medical condition or allergies that require medication or supervision

Student home address

Street no. and name

Suburb

City

Province

Country

Postcode

Home telephone ()

Student's mobile ()

Student's email

Student's education

Present School / College / University

Present class / course

Has the student ever attended any other educational institution in New Zealand?
 Yes No If yes, state when and where

ACG student number
(if previously enrolled at ACG)

Highest academic qualification

English language standard
(Not required for Intensive English School)

Copies of a recent school report and any details of qualifications should accompany this application. Please ensure that ACG is advised of any change in the details supplied.

Official representative

ACG Agent Code (if known)

Company

Where did you hear about ACG?

Education agent ACG website Education fair Internet search

Students at ACG Facebook / Social media Open Day Advertising

Family / Friends Embassy / New Zealand Education Centre

Other (please specify)

Father / Guardian

Mr Other

Family name

Given name

Address Same as student

Employer

Profession

Mobile ()

Email

Mother / Guardian

Mrs Miss Ms Other

Family name

Given name

Address Same as student

Employer

Profession

Mobile ()

Email

Friend / Family in New Zealand

Explain relationship to student

Mr Mrs Miss Ms Other

Family name

Given name

Address Same as student

Home telephone ()

Mobile ()

Email



Citizenship and family (applicant)

Country of birth

Country of citizenship

If you are a NZ Permanent Resident or NZ Citizen, please tick and provide evidence

Current country of residence

How many years have you lived in this country?

Passport and visa information for the student (applicant)

Passport number

Please attach a copy of the student's passport

Are you currently in NZ or have you studied in NZ? Yes No

If yes please attach a copy of the most recent Student or Visitor Visa

If you have visited or studied in NZ have you ever had your place of study or visa terminated/cancelled? Yes No

If yes, please provide the reasons for the termination or cancellation

Have you ever been refused a NZ visa? Yes No

If yes, please provide the reasons INZ gave for the refusal

Financial details for the student (applicant)

How will you be funding your studies in NZ?

Privately funded:

Parent or yourself Family or friend

I am applying for a scholarship - please provide details

I have been awarded a scholarship - please attach the scholarship letter and provide details

ACG reserves the right to request additional information and/or evidence supporting the financial details to provide a Visa Support Letter

2 ACG Programme Selection

You may apply for one or more programmes, for example, Intensive Academic English and The University of Auckland Certificate in Foundation Studies

ACG English School

Intensive Academic English - entry every week

24 hours per week 30 hours per week

Start date DAY MONTH YEAR

End date DAY MONTH YEAR

No of weeks or:

The University of Auckland Certificate in Foundation Studies

Fast-track (8/9 months) - IELTS 5.5

Extended (18 months) - IELTS 4.5

Standard (1 year) - IELTS 5.0

Post-foundation (6 months)

Proposed starting date:

2015 29 January (Standard / Post-foundation / Extended) 20 April (Fast-track)

20 July (Standard / Post-foundation / Extended) 12 October (Fast-track)

2016 26 January (Standard / Post-foundation / Extended) 2 May (Fast-track)

25 July (Standard / Post-foundation / Extended) 10 October (Fast-track)

At the time of application I intend to study the following degree:

AUT University Certificate in Foundation Studies

Fast-track: 6 months - IELTS 5.5/6.0 entry (see page 3)

Standard: 8/9 months - IELTS 5.5 Standard Plus: 1 year - IELTS 5.0

Academic English for Foundation: 1 term - IELTS 4.5

Proposed starting date:

2015 29 January* 20 April 20 July* 12 October

2016 26 January* 2 May 25 July* 10 October

* Fast-track starts in January and July, while Standard, Standard Plus and Academic English for Foundation have four starting dates per year

At the time of application I intend to study the following degree:



ACG's industry partnership with Immigration New Zealand

ACG is one of a small number of New Zealand education providers selected to participate in a new industry partnership initiative with Immigration New Zealand (INZ).

ACG is authorised to issue Visa Support Letters to students who have genuine intentions to study at ACG; have access to funds to maintain themselves while enrolled at ACG and who meet ACG's entry requirements.

Nomination for streamlined visa application processing is only available to students who provide INZ with a complete application and required documentation, and who are applying from outside New Zealand. They must also be applying for one of the following student visa types;

- Full Fee Paying;
- Fee Paying, English Language; or
- Full Scholarship

INZ will provide priority visa processing to students who attach an ACG Visa Support Letter to their student visa application.



School / College education

Start date DAY MONTH YEAR

Select the School:

- ACG Parnell College ACG Strathallan
 ACG Sunderland ACG Tauranga (Years 1 to 10 from 2016)

Select the level:

- | | | |
|---------------------------------|-----------------------------------|-----------------------------------|
| Primary | Middle | Senior |
| <input type="checkbox"/> Year 1 | <input type="checkbox"/> Year 7 | <input type="checkbox"/> Year 11* |
| <input type="checkbox"/> Year 2 | <input type="checkbox"/> Year 8 | <input type="checkbox"/> Year 12* |
| <input type="checkbox"/> Year 3 | <input type="checkbox"/> Year 9* | <input type="checkbox"/> Year 13* |
| <input type="checkbox"/> Year 4 | <input type="checkbox"/> Year 10* | |
| <input type="checkbox"/> Year 5 | | |
| <input type="checkbox"/> Year 6 | | |

*Students in Year 9 to Year 13 will be offered places at ACG New Zealand International College, delivered by ACG Parnell College
- Enquiry for Kindergarten - please contact ACG

ACG Senior College: Years 11 to 13

Cambridge International IGCSE and A-Levels

Start date DAY MONTH YEAR

Proposed entry level:

- Year 11 Year 12 Year 13

International Baccalaureate (IB)

	2015	2016
6-month Intensive Pre-IB Diploma	<input type="checkbox"/> 22 January	<input type="checkbox"/> 21 January
1-year Pre-IB Diploma	<input type="checkbox"/> 17 July	<input type="checkbox"/> 25 July
IB Diploma	<input type="checkbox"/> 17 July	<input type="checkbox"/> 22 July

3 Other Costs

Additional services required

- | | | | |
|--|--|---|--------------------------------------|
| <input type="checkbox"/> Medical insurance | NZ \$500 per year | <input type="checkbox"/> Student Care Plus | NZ \$6,000 per year, optional |
| <input type="checkbox"/> Airport greet and transfer service on arrival | NZ \$110 (one way), optional | <input type="checkbox"/> Family settlement service | NZ \$3,500 (one off) |
| <input type="checkbox"/> Return airport transfer at the end of the course | NZ \$110 (one way), optional
(usually only requested for U18 students) | | |

4 Acceptance of Terms

(The application form must be signed by a parent or guardian when the student is under 20 years of age).

Declaration: I/We declare that the information provided in this enrolment application is true and correct.

I/We agree to abide by the Contract of Enrolment.

I/We note and accept that the School/College* has arranged to protect student fees by entering into an agreement with the School's/College's nominated Trust Account.

I/We wish that the student fees be held in Trust with the nominated Trust Account to protect the student fees.

I/We agree that I/we will sign the request for payment schedule for the draw-down of funds from the nominated Trust Account and any subsequent payment schedules as the case may be.

I/We agree that the School/College may contact the student's current/previous school in order to obtain or verify information relating to this enrolment.

I/We have disclosed to the School/College all information related to past disciplinary measures (including any suspension or expulsion) and/or any special learning or behavioural needs.

I/We are aware that I must immediately advise the School/College if any information provided is incorrect or changes or there are changes in my circumstances that are relevant to my application or to my student visa application or to my ability to support myself.

I/We agree that the student concerned will board with one of the School/College's approved homestay families or live in accommodation that is approved by the School/College while enrolled at the School/College (applies to students aged under 18 years).

I/We agree to advise the School/College immediately should the student's Disciplinary Record change to the extent that the information provided upon application or in an interview (either at the college or by telephone/Skype) would now be different.

I/We agree to the use (including disclosure) of student information by the Staff of the School/College and the parent/student appointed representative for any purpose related to the education or well-being of the student concerned both before and after the student's admission.

I/We hereby authorise the School/College to release, or make available through electronic or other means, to the student and the parents and/

or guardians of the student any information about the student which it creates, or receives in the course of the student's enrolment with the School/College, including course results and personal information relating to the student's well-being.

I/We understand that the final decision on whether ACG will provide INZ visa nomination will be made by ACG based on my application and information on this form.

I/We understand the "Acceptance of Terms", the relevant Contract of Enrolment (on page 11 or 12) and the "Enrolment and Acceptance Form" will collectively advise ACG that when signed by you (and your parents when you are Under 18) that you agree to ACG's terms and conditions.

* School/College refers to either ACG English School, ACG New Zealand International College, ACG Norton College, ACG Parnell College, ACG Senior College, ACG Strathallan, ACG Sunderland or ACG Tauranga.

Signature of Student

Signature of Parent / Legal Guardian

Date DAY MONTH YEAR

Date DAY MONTH YEAR

I/We agree that any images or videos taken of the student throughout the period of enrolment may be used by the School/College for promotional purposes.

Payment of fees for international students

Payable in NZ Dollars, US Dollars or Euros to:

Account Name New Zealand International College Charitable Trust
Account No 03-0104-0954562-00
Bank Westpac, 79 Queen Street, Auckland, New Zealand

Or by credit card:

ACG accepts payments by American Express, Visa or Mastercard. Please note that payments by credit card attract an additional fee of 2.0 percent. Please contact admissions@acgedu.com to obtain a credit card payment form.

5 Accommodation Selection

Please return when completed together with the programme selection form.
All fees are listed in New Zealand dollars.



Student details

Family name
(as appears in your passport)

Given name/s

Known name

Date of birth DAY MONTH YEAR

Gender Male Female

ACG student number
(if previously enrolled at ACG)

Type of accommodation selected

Student apartments (for students 18 years & over) self-catering

Homestay

Which type of homestay accommodation arrangement do you prefer?

ACG Homestay ACG Homestay Plus

Do you object to cats in your homestay? Yes No

Do you object to dogs in your homestay? Yes No

Are you allergic to animals? Yes No

If yes, please give details

Fill in section below *only* if you are applying to stay in homestay accommodation

Do you smoke? Yes No

Is there any food you cannot eat? Yes No

If yes, please list the food you cannot eat

Do you require any special food? Yes No

If yes, please list what special food

- Live with my parents while enrolled at ACG** (ACG will provide a form which must be completed and signed by the parent/s once an Offer of Place has been received. ACG must approve the accommodation. The U18 Accommodation Guarantee and Services Fee will apply).
- Live with a family friend / relative** (The person must be known by the student. A Designated Caregiver Form must be completed and returned, signed by the parents and the designated caregiver). ACG must approve the accommodation. The U18 Accommodation Guarantee and Services Fee will apply).
- Independent accommodation arrangements** (Students aged 18 years and older. Parental consent is required for students under the age of 20)

Signature of Student

Date DAY MONTH YEAR

Signature of Parent / Legal Guardian

Date DAY MONTH YEAR

Student information

Do you suffer from any medical condition? Yes No

If yes, please describe

Does it require regular medication? Yes No

If yes, please describe

Religious affiliation

Does your religion require any special consideration? Yes No

If yes, please list

Please list your interests and hobbies

Do you have any other accommodation requirements? (please list)

Fees and other services (inclusive of GST)

All homestay fees are listed per week. Extra days will be charged at 1/7 (one seventh) of the weekly rate.

Accommodation Placement Fee	
for the first accommodation placement.....	\$300
ACG Homestay Fee	
for students under 18 years	\$280 per week*
for students 18 years & over	\$265 per week
Includes accommodation, laundry and meals: breakfast and dinner Monday to Friday and breakfast, lunch and dinner Saturday, Sunday and public holidays.	
ACG Homestay Plus Fee	
for students under 18 years	\$315 per week*
for students 18 years & over	\$300 per week
Includes accommodation, laundry and meals: breakfast and dinner Monday to Friday and breakfast, lunch and dinner Saturday, Sunday and public holidays. It also includes a bathroom for the students' exclusive use. Homestay Plus families accommodate no more than two international students of any one nationality in the home at a time.	
<i>*For students under 18 years of age, the weekly fee includes a \$15 per week charge for compliance services performed by the New Zealand International College Charitable Trust.</i>	

Student apartments

Single room from **\$200 to \$250** per week (average rate **\$225**)
The rate will depend upon the room available. (minimum booking 12 weeks)

Other fees (Student Apartments)

- Security bond approximately **\$500 - \$900**
Depending on apartment complex

The above security bond is either partially or fully refundable when a student leaves the accommodation, provided that the accommodation is left in an acceptable condition.

Lunch: Students under 16 years of age may be able to stay in homestays who will provide lunch each school day **\$50 per week**

Flight details

We must receive the flight details at least 2 weeks prior to your arrival.
Please provide the confirmed flight details:

Flight details: Date of arrival DAY MONTH YEAR

Time of arrival Flight number

Airline

If flight details are not available at the time of application, please provide when confirmed.

Contract of Enrolment

ACG English School, ACG Parnell College, ACG Senior College, ACG Strathallan, ACG Sunderland, ACG Tauranga and ACG New Zealand International College (delivering the University of Auckland Certificate in Foundation Studies)

Unaccompanied international students are accepted into ACG Schools/Colleges from Year 7. Younger international students may apply if accompanied and supervised by a parent or a court appointed legal guardian.

Enrolment is subject to availability of places within the School/College*. If the School/College reserves a place for a student and offers enrolment, then subject to payment, this Contract of Enrolment is binding as a contract on the School/College and the applicant(s).

* School/College refers to either ACG English School, ACG New Zealand International College, ACG Parnell College, ACG Senior College, ACG Strathallan, ACG Sunderland or ACG Tauranga.

Payment Policy

Payment of Fees

- All fees must be deposited into the Trust Account of New Zealand International College Charitable Trust in full prior to course commencement
- Places are not guaranteed until the tuition fees have been deposited in full
- No student shall continue to be enrolled unless the appropriate tuition fees have been deposited
- Up to 25% of tuition fees include pre-arrival services such as interpreting and translation, assistance with formalities relating to immigration procedures, travel to, and accommodation in New Zealand
- All Funds received will be held in Trust with the New Zealand International College Charitable Trust as stakeholder to protect student fees. Fees will be released by the New Zealand International College Charitable Trust according to payment dates and amounts as notified from time to time by the School/College upon the services being rendered.
- Payments may be made in New Zealand Dollars, US Dollars or Euros to the bank account, or by cash/bank cheque. Bank drafts and telegraphic transfers or cheques should be to the credit of the New Zealand International College Charitable Trust Account. The student's name and identification number must be entered on the document and quoted by the remitting bank.
- When payments are made by telegraphic transfer, the bank charges are debited to the student
- On receipt of a payment in US Dollars or Euros, the student will be credited with the NZ Dollars equivalent amount based on the prevailing Westpac Telegraphic Transfer exchange rate, less any bank charges. Any deficit arising from a fluctuation in exchange rates must be met by students upon their arrival. Any surplus shall be held on behalf of the student as a credit towards future tuition and other fees.
- Payments by ACG approved credit cards will attract an additional fee of 2.0 percent. Payments must be arranged using the ACG Credit Card Payment Form.

International Students who obtain Permanent Resident Status

- International students in School Programmes, who have deposited an annual tuition fee in advance and subsequently obtain permanent residency and provide evidence of their new status to the Academic Registrar prior to the Ministry of Education 1st March return, may apply for a refund of the difference in fees. The refund will be calculated for Terms 2 to 4 in cases where permanent residency is obtained after course commencement and before the end of February.
- For students of ACG English School and the NCEA Literacy course the permanent resident tuition fee is the same as the international student fee.

Overpayment of Fees

- Students in their final programme may request a refund of any excess prepaid fees
- These will be refunded on application, before the end of the course, for students who meet the following criteria:
 - All tuition fees have been deposited into the New Zealand International College Charitable Trust account
 - The student is over 18 years of age
 - If staying in a School/College-approved homestay, the student has paid for such accommodation to the end of the course
 - If not in a School/College homestay, then from the date the School/College no longer guarantees their accommodation.
- In circumstances where the above criteria are not met, students will upon application receive a refund of excess fees at the end of their final course
- Any excess fees or other funds that remain unclaimed for a period of one year or more from the end of a student's final programme will be forfeited.

Increases of Fees

The School/College reserves the right to amend its fees. For the most up to date fees, please refer to our website: www.acgedu.com

Refund Policy

Cancellation / Withdrawal

- All notices of cancellation/withdrawal must be made in writing to the Academic Registrar

- If written notice of cancellation is received between 2 and 5 months prior to course commencement, a refund of all tuition fees less a cancellation fee of twenty percent (20%) of the course fee shall apply
- If written notice of cancellation is received between 1 and 2 months (30 and 60 days) prior to course commencement, a refund of all tuition fees less a cancellation fee of thirty percent (30%) of the course fee shall apply
- If written notice of cancellation is received less than 1 month (30 days) prior to course commencement there will be no refund of tuition fees
- For Schools/Colleges and Programmes other than ACG English School, the published course fee is used when determining the cancellation fee to be imposed.

Refunds

- If the School/College withdraws an Offer of Place, or is unable to provide the course, all tuition fees are fully refundable
- Where a Conditional Offer of Place is made and the academic condition is not met, the tuition fees paid for the course are fully refundable
- A notice of withdrawal due to exceptional circumstances may be accepted as grounds for a refund of tuition fees. This is subject to the provision of acceptable documentary evidence in support of the application for the refund, and subject to the date the Academic Registrar receives written notice of withdrawal.

This includes:

- Inability to obtain a student visa;
 - Serious illness or disability of the student;
 - Death of a student or close family member (parent, sibling, spouse or child);
 - Political, civil or natural event that prevents arrival of the student.
- In the event of a withdrawal from a course/s, the School/College must be reimbursed for any fees, which have been paid or incurred by the School/College or other representatives. Where the School/College refunds the tuition fees, the student's representative/student's agent fees will be deducted from the refund. The cost of any additional services that were completed prior to withdrawal will also be retained.
 - Accommodation fee refunds will be made after a student ceases Homestay accommodation following deduction of any fees or expenses owing in respect of accommodation and on release of ACG from any guarantee it has given to Immigration New Zealand
 - Living expenses held when a student leaves ACG will be refundable at that time.

No Refunds

- The School/College will not refund the tuition fees of any student whose Offer of Place is withdrawn through the supplying of incorrect and / or fraudulent documentation, from a period beginning 4 weeks prior to course commencement
- The School/College will not refund the tuition fees of any student who is removed from the College roll through non-attendance and / or is expelled by the School/College Board.

Payment of Refunds

- Refunds will be made by bank draft / telegraphic transfer in New Zealand Dollars or foreign currency equivalent at the time of the refund
- The bank draft / telegraphic transfer will be made out to the student and sent to the student's home country address, unless other arrangements have been approved by the Academic Registrar, this is usually within 10 working days of an application for a refund being received.

Student Accommodation

International students under the age of 18 are required to board with homestay families registered and approved by the School/College for the duration of their study. Exceptions are only made for students who are staying with close family relatives who reside in Auckland year round. Any such arrangement must meet with the approval of the Academic Registrar.

Students who are under 18 and who live with a parent are required to have their accommodation arrangements approved by the School/College. The U18 Accommodation Guarantee and Service Fee will apply.

The minimum length of student accommodation normally provided by the School/College is 8 weeks. Transport to and from the School/College is not included. Please note that a minimum advance payment of 24 weeks student accommodation is normally required for long term students. Advance payments of up to 40 weeks may be applicable to students from certain countries, as per visa regulations issued by Immigration New Zealand. Such fees will be held in support of any guarantee ACG has been required to give to Immigration New Zealand.

Fees for Homestay or other accommodation paid to ACG will be held by New Zealand International College Charitable Trust for the student and released as required for payment of accommodation expenses.

Living Expenses

Money paid to ACG for student living expenses will be held by New Zealand International College Charitable Trust and released to students at a rate of \$1250.00 per month or on such other basis as may be agreed between ACG and the student's guardian (or the student, if the student is over 18).

Infringement of Rules or Laws

An Offer of Place may be withdrawn if a student obtains entry through supplying incorrect / fraudulent documentation.

If a student does not comply with the School/College and Accommodation Rules (as amended from time to time), the School/College reserves the right to suspend or expel the student.

Liability

To the fullest extent permitted by the Consumer Guarantees Act 1993 or otherwise at law or in equity, the School/College shall under no circumstances be liable to the student or the applicant(s) or any other person for direct or indirect or consequential loss or damage of any kind arising out of or attributable to any breach by the School/College of its obligations under the Contract of Enrolment, negligence on the part of the School/College or any act or thing done or not done by the School/College and for the purposes of this Contract of Enrolment consequential loss shall include (without limitation), loss of income or profit and loss or damage to persons or property.

Obligation by the School/College

The School/College undertakes to provide tuition as set down from time to time in the prospectus. The School/College may decline to offer a subject if there are insufficient students wishing to study it or there is no staff member available to teach the course. At times, it may also be necessary to close the roll in a subject if it is deemed to be full by the School/College Board.

Conditional Acceptance

In the student's interview (where applicable), there were a series of questions under the heading of: "Disciplinary Record". This Contract of Enrolment is conditional upon the answers given being true and, further, upon there being no change to those answers up until the student's first day at the School/College.

Privacy Act

The information collected by the School/College during the enrolment process and during the period in which the student is enrolled at the School/College is intended for use in connection with the education and well-being of the student and may be used by any of the staff of the School/College or consultant to the School/College in connection with that purpose. The student has right of access to and correction of the personal information collected by the School/College.

Governing Law

This contract shall be governed by and construed in accordance with the laws of New Zealand.

As at August 2014, every attempt was made to present accurate information in this application form. ACG reserves the right to change without notice programmes, terms and conditions both before and after students' admission. For the most up to date fees and course information, please refer to our website: www.acgedu.com

Contract of Enrolment

ACG Norton College (AUT University Certificate in Foundation Studies,
English Language and Academic English for Foundation)

Enrolment is subject to availability of places within the College. If the College reserves a place for a student and offers enrolment, then subject to payment, this Contract of Enrolment is binding as a contract on the College and the applicant(s).

Payment Policy

Payment of Fees

- All fees must be paid in full prior to course commencement
- Places are not guaranteed until the tuition fees have been paid in full
- No student shall continue to be enrolled unless the appropriate tuition fees have been paid
- Up to 25% of tuition fees include pre-arrival services such as interpreting and translation, assistance with formalities relating to immigration procedures, travel to, and accommodation in New Zealand
- Payments may be made in New Zealand Dollars, US Dollars or Euros to the bank account, or by cash/bank cheque. Bank drafts and telegraphic transfers or cheques should be to the credit of the New Zealand International College Charitable Trust Account. The student's name and identification number must be entered on the document and quoted by the remitting bank.
- When payments are made by telegraphic transfer, the bank charges are debited to the student
- On receipt of a payment in US Dollars or Euros, the student will be credited with the NZ Dollars equivalent amount based on the prevailing Westpac Telegraphic Transfer exchange rate, less any bank charges. Any deficit arising from a fluctuation in exchange rates must be met by students upon their arrival. Any surplus shall be held on behalf of the student as a credit towards future tuition and other fees.
- Payments by ACG approved credit cards will attract an additional fee of 2.0 percent. Payments must be arranged using the ACG Credit Card Payment Form
- Course related fees from a student whose study plan includes a course at ACG Norton College (AUT University Certificate in Foundation Studies) will be transferred to the nominated Trust Account, where they will be held until the end of the tenth (10th) working day of the student's course, up to which refunds may be made according to the refunds policy stated below.

International Students who obtain Permanent Resident Status

- International students who have deposited a full tuition fee in advance and subsequently obtain permanent residency and provide evidence of their new status to the Academic Registrar prior to the Ministry of Education 1st March return, may apply for a refund of the difference in fees.

Overpayment of Fees

- Students in their final programme may request a refund of any excess prepaid fees
- These will be refunded on application, before the end of the course, for students who meet the following criteria:
 - All tuition fees have been paid
 - The student is over 18 years of age
 - If staying in a College-approved homestay, the student has paid for such accommodation to the end of the course
 - If not in a College-approved homestay, then from the date the College no longer guarantees their accommodation.
- In circumstances where the above criteria are not met, students will upon application receive a refund of excess fees at the end of their final course.
- Any excess fees or other funds that remain unclaimed for a period of one year or more from the end of a student's final programme will be forfeited.

Increases of Fees

The College reserves the right to amend its fees.
For the most up to date fees, please refer to our website:
www.acgedu.com

Refund Policy

Cancellation / Withdrawal

- All notices of cancellation/withdrawal must be made in writing to the Academic Registrar
- Programmes one term, three months and longer in length: Written notice is received during the:
 - last 20 working days prior to course commencement, the College may retain up to 25 percent of tuition and course related fees paid

- during the first 10 working days of the course commencement, the College may retain up to 25 percent of tuition and course related fees paid
- after the 10th working day of the course commencing there will be no refund
- Programmes less than one term or three months: Written notice is received during the:
 - last 5 working days before prior to course commencement, the College may retain up to 25 percent of tuition and course related fees paid
 - during the first 5 working days of the course commencement, the College may retain up to 25 percent of tuition and course related fees paid
 - after the 5th working day of the course commencing there will be no refund
- Commencement of the course is inclusive of orientation days, at which attendance is required.

Refunds

- If the College withdraws an Offer of Place, or is unable to provide the course, all tuition fees are fully refundable
- Where a Conditional Offer of Place is made and the academic condition is not met, the tuition fees paid for the course are fully refundable
- A notice of withdrawal due to exceptional circumstances may be accepted as grounds for a refund of tuition fees. This is subject to the provision of acceptable documentary evidence in support of the application for the refund, and subject to the date the Academic Registrar receives written notice of withdrawal.

This includes:

- Inability to obtain a student visa;
- Serious illness or disability of the student;
- Death of a student or close family member (parent, sibling, spouse or child);
- Political, civil or natural event that prevents arrival of the student.
- In the event of a withdrawal from a course/s 10 or more working days after course commencement, the College must be reimbursed for any fees, which have been paid or incurred by the College or other representatives. Where the College refunds the tuition fees, the student's representative/ student's agent fees will be deducted from the refund. The cost of any additional services that were completed prior to withdrawal will also be retained.
- Accommodation fee refunds will be made after a student ceases Homestay accommodation following deduction of any fees or expenses owing in respect of accommodation and on release of ACG from any guarantee it has given to Immigration New Zealand
- Living expenses held when a student leaves ACG will be refundable at that time.

No Refunds

- The College will not refund the tuition fees of any student whose Offer of Place is withdrawn through the supplying of incorrect and / or fraudulent documentation, from a period beginning 4 weeks prior to course commencement
- The College will not refund the tuition fees of any student who is removed from the College roll through non-attendance and / or is expelled by the College Board.

Payment of Refunds

- Refunds will be made by bank draft / telegraphic transfer in New Zealand Dollars or foreign currency equivalent at the time of the refund
- The bank draft / telegraphic transfer will be made out to the student and sent to the student's home country address, unless other arrangements have been approved by the Academic Registrar. This is usually within 10 working days of an application for a refund being received.

Student Accommodation

International students under the age of 18 are required to board with homestay families registered and approved by the College for the duration of their study. Exceptions are only made for students who are staying with close family relatives

who reside in Auckland year round. Any such arrangement must meet with the approval of the Academic Registrar.

Students who are under 18 and who live with a parent are required to have their accommodation arrangements approved by the College. The U18 Accommodation Guarantee and Service Fee will apply.

The minimum length of student accommodation normally provided by the College is 8 weeks. Transport to and from the College is not included. Please note that a minimum advance payment of 24 weeks student accommodation is normally required for long term students. Advance payments of up to 40 weeks may be applicable to students from certain countries, as per visa regulations issued by Immigration New Zealand. Such fees will be held in support of any guarantee ACG has been required to give to Immigration New Zealand.

Fees for Homestay or other accommodation paid to ACG will be held by New Zealand International College Charitable Trust for the student and released as required for payment of accommodation expenses.

Living Expenses

Money paid to ACG for student living expenses will be held by New Zealand International College Charitable Trust and released to students at a rate of \$1250.00 per month or on such other basis as may be agreed between ACG and the student's guardian (or the student, if the student is over 18).

Infringement of Rules or Laws

An Offer of Place may be withdrawn if a student obtains entry through supplying incorrect / fraudulent documentation.

If a student does not comply with the College and Accommodation Rules (as amended from time to time), the College reserves the right to suspend or expel the student.

Liability

To the fullest extent permitted by the Consumer Guarantees Act 1993 or otherwise at law or in equity, the College shall under no circumstances be liable to the student or the applicant(s) or any other person for direct or indirect or consequential loss or damage of any kind arising out of or attributable to any breach by the College of its obligations under the Contract of Enrolment, negligence on the part of the College or any act or thing done or not done by the College and for the purposes of this Contract of Enrolment consequential loss shall include (without limitation), loss of income or profit and loss or damage to persons or property.

Obligation by the College

The College undertakes to provide tuition as set down from time to time in the prospectus.

The College may decline to offer a subject if there are insufficient students wishing to study it or there is no staff member available to teach the course. At times, it may also be necessary to close the roll in a subject if it is deemed to be full by the College Board.

Privacy Act

The information collected by the College during the enrolment process and during the period in which the student is enrolled at the College is intended for use in connection with the education and well-being of the student and may be used by any of the staff of the College or consultant to the College in connection with that purpose. The student has right of access to and correction of the personal information collected by the College.

Governing Law

This contract shall be governed by and construed in accordance with the laws of New Zealand.

As at August 2014, every attempt was made to present accurate information in this application form. ACG reserves the right to change without notice programmes, terms and conditions both before and after students' admission. For the most up to date fees and course information, please refer to our website: www.acgedu.com