

OFFICE USE ONLY	
Student ID:	

Surname				Given Names				Date of Birth	
Current Visa				Visa Expiry				Nationality	
Email					Mobile				
Qualifications					Occupation				
Home Address							Post Code		
Current Employer				University or College attending					
How did you hear about us?	<input type="checkbox"/> Newspaper:	<input type="checkbox"/> A friend:	<input type="checkbox"/> Internet:	<input type="checkbox"/> Flyers	<input type="checkbox"/> Signs	<input type="checkbox"/> Other:			
Course applying for				Preferred start date		Preferred complete date			
Previous IELTS results (if any)	L:	R:	W:	S:	Overall:	Previous Test Dates			
IELTS Target	L:	R:	W:	S:	Overall:	Future Test Dates			
Your available time (tick and give periods of time)	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday		
Morning	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to		
Afternoon	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to		
Evening	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to	<input type="checkbox"/> to		
Do you need to apply for a new visa?	<input type="checkbox"/> Yes <input type="checkbox"/> No	What visa do you intend to apply?				Would you consider using ACE Visas Australia's migration service?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Other Notes:									

Tuition Refund Policies

1. If an application for withdrawing from a course is made 3 days or 72 hours before the course commences, tuition fees are refundable in full given that no materials have been provided.
2. If an application for withdrawing from a course is made within 3 days or 72 hours before the course commences, 90% of the tuition fees are refundable and if materials have been provided they are refundable for up to 50% depending on how their conditions are.
3. If an application for withdrawing from a course is made within 2 hours after the course commences, 50% of the tuition fees are refundable and materials fees are not refundable under any circumstances.
4. If an application for withdrawing from a course is made within 2 days or 48 hours after the course commences, 30% of the tuition fees are refundable and materials fees are not refundable under any circumstances.
5. If an application for withdrawing from a course is made 2 days or 48 hours after the course commences, the tuition fees and materials fees are not refundable under any circumstances.
6. If the student is willing to transfer from one course to another, a \$30 administrative fee will be applied.
7. For all withdrawals of courses, a \$50 administrative fee will be applied.

Tuition Payment Policies

1. Students must pay all fees before start of the course enrolled.
2. Extended courses can be paid separately.
3. If fees are not paid in full before start of the course, every instalment will cause extra \$30 administrative fee. Only up to 3 instalments are allowed.
4. All instalments' due dates will be noted on the invoice and must be paid no later than the due date. Late payments (after due date) will cause 5% late fee per day.
5. Students who have enrolled VIP tutorials must attend lessons according to confirmed timetable. Change requests must be received by our office 24 hours in advance. Otherwise, a Rescheduling Fee of \$15 per change of session will be charged. This fee should be paid before next teaching session.

All students who have enrolled a course at ACE will be sent ACE newsletters. If you prefer not to receive the letters, please tick here ().

I have read and understood the above Tuition Refund Policies. The information I have provided in the above form is correct at this date.

Name Printed:

Signature:

Date:

We accept payments by EFTPOS, cash, or credit card in our office. 2.5% surcharge are applied to Credit card payments. You may also make a bank transfer or deposit:

Bank: ANZ Bank | Account Name: Australia Cathay | BSB: 016 267 | Account Number: 485 355 896

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Assessment Results		Course Enrolled		Course Start	
				Course Finish	
Total Fee		Due Date		Invoice #	
		Date Paid		Payment Staff	

Other Notes: