



Course Selection			Fee Refund Policy
* Please note fees are effective from 13.08.2018		Duration	<p>Any cancellation/withdrawal, must give notice in writing. This may be send via email or letter.</p> <ol style="list-style-type: none"> 1. If your application for a student visa is refused by the Department of Home Affairs, you will receive a full refund of the paid tuition fee, excluding non-refundable enrolment application fee. 2. If enrolment is cancelled/ withdrawn 28 days or more BEFORE commencement, 70% of the tuition fees will be refunded. 3. If enrolment is cancelled/ withdrawn within less than 28 days BEFORE commencement, 50% of the tuition fees will be refunded. 4. No refund will be given if enrolment is cancelled/withdrawn after commencement of course 5. No refund will be granted to a student whose enrolment is terminated for failure to comply with KII's policies and procedures and the requirements of their visa by Dept. of Home Affairs (DHA). 6. Any behavioural misconduct after being formally warned will result in cancellation of enrolment and will not be entitled to receive a refund. 7. Suspensions and Deferral doesn't entitle a student to receive any refunds of fees and costs already paid. 8. Where refunds are approved, eligible refunds will be made within 28 calendar days after receipt of the claim. Monies refunded will be made in Australia Dollars (AUD). Refunds are to be paid via electronic funds transfer using the authorised bank account nominated by the student on the Refund Request Form. 9. If KII defaults, a full refund will be paid where fees have been paid in advance (before commencement of course) including enrolment application fee or partial refund if it is after commencement date to the student within 28 calendar days from the default day. In the case of provider default there is no requirement for a student to lodge a Refund Request Form. 10. Where a student cancellation of enrolment occurs due to compassionate or compelling circumstances, KII may refund the balance of unused fees less a non-refundable amount at the discretion of the KII CEO. 11. This agreement and the availability of complaints and appeals procedure does not remove the rights of the student to take further action under Australia's consumer protection laws.
<input type="checkbox"/>	BSB40215 Certificate IV in Business - \$8000	52 weeks	
<input type="checkbox"/>	BSB42415 Certificate IV in Marketing and Communication - \$9800	52 weeks	
<input type="checkbox"/>	BSB50215 Diploma of Business - \$8000	52 weeks	
<input type="checkbox"/>	BSB51915 Diploma of Leadership and Management - \$9800	52 weeks	
<input type="checkbox"/>	BSB51415 Diploma of Project Management - \$9800	52 weeks	
<input type="checkbox"/>	BSB52415 Diploma of Marketing and Communication - \$9800	52 weeks	
<input type="checkbox"/>	ICT50115 Diploma of Information Technology - \$9800	52 weeks	
<input type="checkbox"/>	ICT60415 Advanced Diploma of Information Technology Project Management - \$14700	78 weeks	
<input type="checkbox"/>	BSB61015 Advanced Diploma of Leadership and Management - \$14700	78 weeks	
<input type="checkbox"/>	This section is left intentionally blank.		

Use of Personal Information
Information is collected on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2018; to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Providers of Education and Training to Overseas Students 2018. Information collected about you on this form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Protection Service and the ESOS Assurance Fund Manager. In other instances information collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law.

How did you learn about KII?
<input type="checkbox"/> Agent <input type="checkbox"/> Internet <input type="checkbox"/> Friend/Relative <input type="checkbox"/> Press & Print Media <input type="checkbox"/> Other

IMPORTANT – Application Checklist
Please check that you have:
<input type="checkbox"/> Read and understood the Student Handbook, Course Brochure including the Fee Refund Policy
<input type="checkbox"/> Attached a copy of your certified passport and visa <i>(if applicable)</i>
<input type="checkbox"/> Attached certified copies of your academic qualifications and work experience <i>(if applicable)</i>
<input type="checkbox"/> Attached certified copies of your IELTS score or equivalent
<input type="checkbox"/> Attached a comprehensive Statement of Purpose
<input type="checkbox"/> Attached a completed Financial Information Declaration
<input type="checkbox"/> Attached a completed Course Entry Requirement Test (CERT)
<input type="checkbox"/> Copy of Overseas Student Health Cover <i>(if applicable)</i>

Declaration
All applicants must complete this section
<ol style="list-style-type: none"> 1. I have read, understood and agree to be bound by the Terms and Conditions as outlined by KII. 2. I hereby declare that the information supplied by me is true and correct. 3. I have also attached the evidence of payment details of enrolment application fee. 4. I have read the refund policy and agree to abide by these terms.
Signature of applicant:
Date: / / (DD/MM/YYYY)
<p>Please complete this form and send to:</p> <p>Admissions Officer Kingsford International Institute (KII) Level 6, 136 Chalmers St, Surry Hills, NSW 2010 Email: admissions@kii.edu.au</p>