

OFFER AND ACCEPTANCE OF ENROLMENT

Tuesday, 26 July 2016

Dear Test TEST,

Thank you for your application for enrolment at Group Colleges Australia ("GCA"). GCA is a consortium of Colleges consisting of CENTRAL College ("CENTRAL"), Universal Business School Sydney ("UBSS"), and METRO English College ("METRO English").

We are pleased to advise you that we are able to offer you a place in the course/s as requested and contained in this letter.

Please note that in accepting this offer you are acknowledging you have read, understood and accepted GCA's standard conditions of enrolment and its Refund and Cancellation Policy, and have been provided with information complying with the ESOS Act 2000 (amended in 2012) and the National Code 2007.

This Offer Letter is conditional. Students and Education Agents need to ensure they submit and fulfill all entry requirements to the course they are applying for in order to enrol without conditions.

If you cancel your enrolment at any time, you are thereby authorising GCA to retain certain monies paid in accordance with the Refund and Cancellation Policy on the Enrolment Form.

This Offer Letter is valid for 60 days after which time a new application must be submitted for approval.

We look forward to welcoming you to GCA and wish you every success with your chosen course of studies.

Yours faithfully,

Carlos Munoz -S3742

Group Colleges Australia Representative



STUDENT DETAILS

Personal Details

Student Number: 1418263
Student Name: Test TEST
Nationality: Thai
Date of Birth: 17-Jul-1985
Gender: M
Country Of Birth: THAILAND

English Qualifications

Qualification: Other
Level / Result: dd

Passport / Visa

Issuing Country: THAILAND
Passport Number: 1233
DIBP Office: dddd

ENROLMENT DETAILS

Course: Master of Business Administration
College: UBSS
CRICOS Code: 084520C
Course Dates: 09-NOV-2015 to 27-OCT-2017
Tuition Fees: RRP \$27,200.00 | Promotional Price \$27,200.00

PAYMENT SCHEDULE

Payment of fees in advance secures the students a place in their chosen course/s and fixes the price of the course/s for the period of time for which they have prepaid. Tuition fees can be varied at any time and prepayment allows the student protection from any tuition price rises during the period for which they have prepaid.

All Prepaid Tuition Fees will be deposited within five (5) business days into a designated bank account known as "GCA Initial Prepaid Fees Account" in accordance with the *Education Services for Overseas Students Legislation Amendment (Tuition Protection Service and Other Measures) Act 2012*. ("The ESOS Act 2012").

In addition to tuition fees, UBSS charges ancillary fees for students that are published in its annual fee schedule on the UBSS website, which are subject to annual increases. Ancillary fees include the \$200 Enrolment Fee, fees associated with replacement documentation (such as lost testamurs, AHEGS statements) and the graduation gown hire fee. A \$250 fee is also charged for students for any late payment of tuition fees each semester. Additional ancillary fees may be introduced by UBSS/GCA at any time and these will be announced to students prior to publication.

FEES

UBSS / Master of Business Administration

Tuition Fees:	\$1,700.00 per subject
Total Tuition:	\$27,200.00
COE:	\$65.00
Enrolment:	\$200.00

PROCEDURE FOR ACCEPTING OFFER OF ENROLMENT

STEP 1: HOW TO ACCEPT THE OFFER LETTER

1. Read all terms and conditions
2. Sign, date, and print your name on the last page
3. Return this to your Agent or GCA.
4. Pay the minimum payment amount payable below.

Minimum Payment

Initial Tuition Fee:	\$6,800.00
COE:	\$65.00
Enrolment:	\$200.00
Total minimum amount payable:	\$7,065.00

*International students please note that the minimum payment must be received before a CoE can be issued.

STEP 2: HOW TO PAY

Prior to commencement of your course, the minimum payment amount must be remitted in full.

STEP 3: REFUNDS

Please make sure you read and fully understand the Refund and Cancellation Policy outlined in the Terms and Conditions.

STEP 4: ORIENTATION AND WHAT TO BRING

- All Students are required to attend Orientation for the scheduled day. The benefit for the students will be in receiving advice of how to best work through the study guide, and how to use the MyGCA student administration system. ("MyGCA").
- International students are required to bring their passports and CoE.
- Photos of the student will be taken at orientation for the student ID card and can be collected from the Student Services Centre.

Local students must be ready to commence their course on the scheduled commencement date. This is the first actual day of the course as stated on the Offer Letter. International students must be ready to commence their course on the scheduled commencement date as stated on the CoE.

Please note: It is the responsibility for the Student to read and understand the Terms and Conditions set down by GCA.

Signing this document is your acceptance and recognition that you have read, understood and will abide by the Terms and Conditions set down by GCA.

TERMS AND CONDITIONS OF ENROLMENT

1. PAYMENT OF FEES

For the purposes of payment of fees GCA comprises CENTRAL, UBSS and METRO English colleges.

All payments are to be made to GCA Management Services Pty Ltd ("GCAMS") on behalf of GCA.

The Full Recommended Retail Price of Tuition fees can be varied at any time and Special Promotional Offers can be introduced at any time, at the discretion of GCA. Notification will conform to fee publication dates as required by HESA, for Higher Education courses. Students enrolling during the period of a special promotional offer are guaranteed that the special promotion or discount offered at the time of enrolment will remain constant for the entire period of that specific course. The recommended retail price can vary at any time at the discretion of GCA.

Payment of fees in advance secures the student a place in the chosen course/s and fixes the price of the course/s for the period of time for which the student has prepaid. Tuition fees can be varied at any time and prepayment allows the student protection from any tuition price rises during the period for which they have prepaid.

Prepaid monies are allocated to resourcing the course delivery for at least the period anticipated by the students enrolment and prepaid period. GCA has the expectation that a student will commence and continue a course, and plans and engages staff accordingly.

The Department of Immigration and Border Protection ("DIBP") considers evidence of the payment of tuition fees, government fees and charges and appropriate overseas student health cover in assessing and issuing a student visa. These payments need to be made to GCAMS prior to commencement of study.

- For enrolment into courses of less than 25 weeks, 100% tuition fees are required.
- For enrolment into courses of 25 weeks or more, 50% of the course fees are required for each COE, if the student is enrolling in multiple courses.
- All remaining fees will be required two weeks before the start of the second period of study.

HOW TO PAY

PAYMENT OPTIONS

Credit card is the preferred method of payment.

Fee payments made onshore (in Australia) are requested to be made by Credit Card.

Methods of payment:

- Credit Card
- PayPal
- Telegraphic Transfer, Bank draft or Cheque - Offshore only. Please also attach a copy of the payment method to your CoE acceptance.

PAYMENT DETAILS

Your payment must:

- be in Australian Dollars
- be made payable to GCA Management Services Pty Ltd
 - Commonwealth Bank Account BSB 062 231
 - Account number: 10273972
- you must include your Student number (Identification number)
- include your Full name (family name and given name)

On any funds transferred to GCA it is necessary to indicate:

Purpose of Transfer: **STUDENT NUMBER** followed by **STUDENT NAME** to ensure your payment is allocated correctly.

2. OVERSEAS STUDENT HEALTH COVER (OSHC)

OSHC is insurance required by Federal Government regulations for all international students undertaking formal studies as well as their dependents (for example, spouses and children under 18 years old). Importantly, OSHC is a condition of the visa and to assist in meeting the costs of medical and hospital care that may be needed while in Australia. Please refer to the OSCH factsheet for further information <https://isis3.isis-systems.com.au/PDFLink.aspx?linkid=OSHC>

OSHC premiums are normally adjusted annually beginning in January of any year as per the terms and conditions of our preferred provider policy. Access to this policy is available from www.medibank.com.au

We advise that should there be any increases in Medibank costs following your enrolment and prior to your registration then these additional costs are to be paid separately by the student. This will ensure that you have complete coverage for the duration of your visa.

3. REFUND AND CANCELLATION POLICY

(a) CANCELLATION PRIOR TO COMMENCEMENT OF ANY COURSE OR LAST WITHDRAWAL DATE

Students who have not started any course with GCA, or students who have enrolled in a course but not started/withdrawn from a specific term of study, are governed by the standard GCA Refund and Cancellation Policy and must be both financial and meet the designated criteria to be released from GCA, or to obtain any academic documents. Applications for refunds must be submitted on line through "MyGCA".

Cancellation fees apply even if a course is not commenced. Cancellation fees are calculated as follows:

Course cancelled by student prior to commencement of course or Last Withdrawal Date:

- If the notice period given by, or on behalf of the student is 71 days or more prior to commencement, 90% of tuition deposited will be refunded and a 10% cancellation fee (based on tuition) will be payable to the college.
- If the notice period given by, or on behalf of the student is 28-70 days prior to commencement, 70% of tuition deposited will be refunded and a 30% cancellation fee (based on tuition) will be payable to the college.
- If the notice period given by, or on behalf of the student is 28 days or less prior to commencement, 0% of tuition deposited will be refunded and a 100% cancellation fee (based on tuition) will be payable to the college.

Government fees and charges (CoE) and enrolment fees are not refundable after the CoE has been issued. The student refund will be made within four weeks of receipt of online notification through MyGCA.

If you enrol through an agent, any refund that might be payable will be paid through that agent. Where a student is unable to commence the course on time, the student (or agent) must contact GCA to arrange another commencement date with appropriate notice and supporting documentation.

This agreement, and the availability of complaints and appeals processes, does not remove the right of the student to take action under Australia's consumer protection laws.

EXCEPTION - VISA REJECTION

If a student visa is rejected by DIBP then the unused portion of paid tuition fees and the overseas student health cover fees, (if not already transferred to the health care provider), will be refunded in full upon proof of visa rejection. The enrolment fee and any other associated government fees and charges are not refundable if a visa is rejected.

If a student visa is rejected by DIBP the student must notify GCA as soon as possible and preferably within 60 days of the notification date of the visa rejection. The enrolment fee and any other associated government fees/charges are not refundable if a visa is rejected.

Any request for refund must be submitted with supporting documentation.

DEFERRED COURSES

Deferred courses are not eligible for refund unless the student received a visa rejection.

PROVISIONAL OFFERS

Provisional fees paid are not refundable. Students enrolled under a "Provisional Offer", who only paid provisional fees (1-2 subjects deposit) for their course enrolment are not eligible to apply for a refund, unless the student received a visa rejection.

(b) CANCELLATION AFTER COMMENCEMENT OF ANY COURSE

No fees will be refunded after the commencement of any one of the courses in which the student has enrolled and registered at GCA, even if the student has prepaid the entire course. This policy applies regardless of the reason for the cancellation and includes, but is not limited to, the following:

- **No refund** of fees will be granted in the event of cancellation, withdrawal or a decision to change providers or planned course of study, after the commencement of any course of study in which the student has enrolled at GCA;
- **No refund** will be given to any student who breaches their visa conditions or fails to meet course requirements;
- **No refund** will be given to any student who is suspended and or expelled for breaching GCA rules and or the College's Code of Conduct;
- Tuition fees are not transferable to another student or another institution.

(c) PROVIDER DEFAULT

In the unlikely event that GCA is unable to deliver your course in full:

- You will be advised in writing and either be offered enrolment in a suitable alternative course by GCA at no extra cost to you, or offered a refund of the unused portion of the prepaid tuition fees;
- The offer of an alternative course, or a refund paid to you, will occur within 14 days of the day on which the course ceased being provided;
- You have the right to choose whether you would prefer a full refund of tuition fees, or to accept a place in another course;

- If you choose placement in another course, GCA will ask you to sign an Offer and Acceptance form to indicate you accept the placement;
- If GCA is unable to provide a refund or place you in an alternative course the Tuition Protection Service will place you in a suitable alternative course at no extra tuition fee cost to you;
- If GCA is unable to provide a refund, or place you in an alternative course, you will come under the protection of the Tuition Protection Services, and the TPS Director will provide you with options for suitable alternative courses (if any such courses are available).
- In addition under Division 4, ESOS (Tuition Protection Services and other measures) ACT 2012, payments can be made out of the Overseas Students Tuition Fund to refund students, and to reimburse providers who provide students with alternative courses, if GCA has failed to discharge its obligations.

4. DEFERMENT, SUSPENSION OR CANCELLATION OF ENROLMENT

In accordance with the National Code 2007, GCA may defer, temporarily suspend or cancel the enrolment of a student on the grounds of:

- compassionate or compelling circumstances (for example, illness where a medical certificate states that the student is unable to attend classes);
- misbehaviour by the student;
- breach of Clauses E to K inclusive of the GCA Code of Conduct set out in Section 12 of the below and in the MyGCA registration procedure; and/or
- failure to pay the student fees by the scheduled due dates.

Consequences of deferment, suspension or cancellation of enrolment

- If the provider does defer, suspend or cancel the enrolment it may affect the student visa;
- The student has the right to access the College's internal complaints and appeals process within 20 working days of notification that he/she has been suspended or expelled;
- The student may be excluded from classes during this 20 day period or any further period of the appeals process.

Reference:

<https://isis3.isis-systems.com.au/PDFLink.aspx?linkid=ExplanatoryguideD13>

5. LANGUAGE PROFICIENCY REQUIREMENTS

English language proficiency requirements are detailed in the course information for the relevant College and the specific course. It is a requirement for entry into UBSS and Central College for all students who speak English as a second language to provide the College with evidence of their English language proficiency (UBSS 6.0 / CENTRAL College 5.0) Evidence includes:

- Internationally recognised language test results -IELTS, TOEIC, TOEFL, FCE CAE
- NSW HSC or equivalent level of course undertaken in medium of English
- A pass in the GCA English placement test prior to enrolment
- At least one year of English Medium of instruction undertaken in Australia at Diploma level or above in the past two years (UBSS requirement)
- Certificates from NEAS Accredited English language Colleges in Australia will be considered if accompanied by a Key to the proficiency of English Level attained

PATHWAYS AND PACKAGE OFFERS

Students enrolled in Metro English College or any other Australian English language college in a package enrolment **will not automatically be granted entry** into UBSS or Central at the end of their English Language course unless they have achieved the specified level of language proficiency for entry. Students who fail to meet requirements will be asked to enrol for more language study at Metro College until which time they meet the language requirements for the course they wish to undertake.

GCA accepts a student into their selected course of enrolment based on the student's application and supporting documents. GCA understands that the individual is a genuine student and has submitted a genuine enrolment and that all the information and supporting evidence supplied to support his/her enrolment application was true and genuine. Should it be found that the application was not true and genuine the individual may be withdrawn from his/her course of enrolment.

6. ESOS FRAMEWORK

Quality education and consumer protection for overseas students is promoted through the ESOS framework and includes the Education Services for Overseas (ESOS) Act 2000 and the National Code 2007.

Please refer to the following links regarding Australian regulations for Higher Education providers:

- 'ESOS Act, Regulations, National Code and Legislative Instruments':
<https://isis3.isis-systems.com.au/PDFLink.aspx?linkid=ESOS-default>
- 'ESOS Legislative Framework'
<https://isis3.isis-systems.com.au/PDFLink.aspx?linkid=ESOS-information>
- 'ESOS Framework Student Fact Sheet'
<https://isis3.isis-systems.com.au/PDFLink.aspx?linkid=ESOS-Framework-fact-sheet>

7. PRIVACY ACT

Information is collected on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2007; 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 Registration Authorities and Providers of Education and Training to Overseas Students 2007. 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 Assurance Scheme 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.

8. DISCLAIMER

Students agree to permit GCA to use photographs or videos taken of them or their work while engaged in GCA activities on or off GCA property for promotional purposes.

Students acknowledge they will not receive any monetary or other forms of remuneration and these materials will remain the property of Group Colleges Australia.

9. ELECTRONIC COMMUNICATION (EMAIL, MYGCA BULLETIN AND SMS)

GCA communicates with all students via the MyGCA system in the form of email, MyGCA Bulletins and SMS to mobile phone numbers provided at registration.

The student must understand and agree that written notices, including those regarding their attendance or course progress (visa requirements under National Code Standards 9, 10 and 11), will be sent to them electronically via their student email account, MyGCA Bulletin system and/or by SMS.

10. NOTIFY CHANGE OF ADDRESS

Students are required to notify the college of any change of address and contact details within 7 days, while enrolled in the course. (This is a mandatory requirement for Student Visa holders under Standard 3.1e of the National Code 2007)

11. HOURS OF STUDY

The Australian Government Department of Immigration and Border Protection (DIBP) requires international students on student visas to attend 80% or more of their classes and study 20 hours per week.

METRO English College students are required to attend classes for 20 hours a week and to meet a minimum 80% attendance. Classes operate from 9am to 10pm, Monday to Friday.

CENTRAL students are expected to study 20 hours per week and are advised to attend 80% or more of classes to meet academic progression requirements.

For UBSS, a minimum of four (4) subjects per semester (over a minimum of two semesters per year) is the minimum full-time study load to be maintained by an international student. Students are expected to attend a minimum of 80% of scheduled classes selected by the student each semester.

CENTRAL and UBSS students are required to subject select classes each term or semester via the published timetable on MyGCA, after the individual student registration process has been completed. If the subjects selected are full, Central College/UBSS will attempt to open additional classes of the same subject at a different time, or offer alternate subjects based on the best subject availability.

12. MODES OF STUDY AND ASSESSMENT METHODS

As a student of GCA there are a number of subjects that must be completed in order to be awarded a qualification.

Group Colleges Australia will monitor students at Central College to ensure the enrolment does not exceed more than 25 per cent of the student's total course by distance and/or online learning. All other learning will be at the premises of GCA.

In monitoring this enrolment load, Group Colleges Australia will ensure that in each compulsory study period the student is studying at least one unit that is not by distance or online learning.

Group Colleges Australia will not allow the student Central College to undertake more than 25 per cent of the student's total course by distance and/or online learning.

- Head of School will establish a formal timetable for each course.
- Each course offered may have a portion offered Online.
- The portion of the course timetabled for online study will not exceed 25 per cent of each semester's total hours.
- Group Colleges Australia will not enrol any student exclusively in distance or online learning units in any compulsory study period.
- Assessments are conducted via our online learning platform 'Moodle' and may include the following methods:
 - Project work (individual and group based)
 - Role plays
 - Oral presentations
 - Journals
 - Class participation
 - Online assignments
 - Quizzes
 - Online case studies and reports
 - Group work
 - Examinations (online and written)

13. COURSE CREDIT

UBSS offers credit transfer (course credit) for students who have completed previous study at an appropriate level that is awarded against the UBSS Credit Transfer Policy available on the UBSS website and in students' MyGCA accounts. It is the students responsibility to apply for Credit Transfer through their MyGCA account when they commence their course. Students who receive eight or more subject credits (equivalent to one year of full-time study) at UBSS will have their CoE period reduced to two years if a three year CoE was issued at the time of admission.

Central College students who have completed a qualification or units, components or competencies of a qualification within the Australian Qualifications Framework may apply to have them recognised for credit.

Students need to upload certified copies of their transcripts and certificates from other Registered Training Organisations during the application process.

14. ACADEMIC PROGRESS AND ATTENDANCE

Academic Progress is mandatory for all students.

Attendance is mandatory for METRO English College students under the National Code 2007 and student visa regulations.

In order for all CENTRAL College and UBSS students to meet the Academic Progress requirements, students should attend at least **80%** of their scheduled classes.

As a GCA student you acknowledge that:

- Your attendance cannot be recorded if you do not have your Student Card
- You must swipe your student card in the scanner at the beginning and at the end of every lesson in order to receive attendance
- If you forget to swipe your card your attendance will not be recorded
- You must not give your card to anyone else - especially for the purposes of attempting to gain attendance by fraud
- Attendance is recorded 15 minutes before and 15 minutes after the start of each lesson. If you are more than 15 mins late your attendance will be affected.

15. COMPLAINTS AND APPEALS

UBSS, Central College and Metro English College each have complaints and appeals policies and procedures available for students. They indicate internal and external complaint and appeal mechanisms for academic and non-academic matters, and are located on each student's MyGCA account for reference.

16. COLLEGE CODE OF CONDUCT

GCA CODE OF CONDUCT / THE STANDARD OF BEHAVIOUR

- All members of the College should respect themselves, other College members, associated community and the property of the College.
- Each member of the College is entitled to an equal opportunity to relevant resources for their work and learning.
- Students are expected to maintain a reasonable standard of conduct at all times.
This includes time spent on campus and time spent off campus on college related activities such as sport or excursions
- All members of the College are entitled to a safe learning and working environment free from racial discrimination, sexual harassment and occupational hazards.
- The College does not tolerate physical, verbal or emotional harassment from any member of the College community.

- Dangerous items, such as knives, flammable and corrosive substances and any other illegal weapons or substances are prohibited on College premises.
- Health laws prohibit smoking anywhere in public buildings.
- Health laws prohibit spitting in buildings and public places. Spitting is forbidden on campus.
- Alcohol and drugs are prohibited on campus. Students found with, or under the influence of any quantity of alcohol, drugs or any illegal substances on campus will be expelled.
- Students will be expelled if they engage in any criminal activity or behave in a manner which endangers the safety of any other student, community or a member of staff at the College.
- Students must act ethically and honestly at all times. Students found cheating during examinations or plagiarising assignments may be expelled.
- The College does not support a discipline policy that includes corporal punishment. At no time will a student be physically punished for breaking any aspect of the Code of Conduct.

The College reserves the right to suspend or expel any student who in any way breaches the College Code of Conduct or any of the associated College rules.

17. UNDER 18 AND GUARDIANSHIP

GCA accepts students under the age of 18 years of age in accordance with Standard 5 of the National Code 2007. GCA is committed to enhancing the personal safety and social wellbeing of its international students who are under the age of 18 and who are not being cared for by a parent or a suitable relative in Australia.

18. STUDENT UNDERTAKING DECLARATION AND AGREEMENT

For the benefit of Group Colleges Australia:

- **I declare** that I am a genuine student enrolled and attending a course at Group Colleges Australia under student number 1418263.
- **I undertake** that whenever I attend and/or participate in a sporting/entertainment or cultural event which has been promoted/advertised/organised/supported and/or conducted by GCA and/or any of its member organisations, I will thoroughly acquaint myself and at all times abide by and comply with the laws/rules and recommended procedures that govern/apply to and/or by which that sporting/entertainment or cultural event takes place.

19. RELEASE FROM LIABILITY

I understand the inherent dangers and risks of physical injury occurring in the course of sporting events and possible injury, harm or loss occurring when attending entertainment, cultural or other events, and **I hereby agree** to indemnify and hold harmless and to keep indemnified and held harmless GCA and its servants and agents from time to time, from any and all liability, claims for damages, loss or compensation both to me personally and/or any of my personal property, which I may suffer or incur as a result of, in the course of or arising from such sporting, entertainment, cultural or other event, or my attendance and/or participation in any such event.

STUDENT DECLARATION FORM

- I understand that the final decision to accept my application will be made by the GCA.
- I confirm that the information I have given in this application is genuine. I understand giving false or misleading information may lead to termination of my admission offer and visa if at any time my information is found to be not genuine.
- I understand GCA collects my personal information to enable my request for obtaining information on study opportunities, for applying to study at GCA.
- I am aware that I must immediately advise GCA if I find that any information provided in this application is incorrect or if there is any change in my circumstances that is relevant to my application or to my visa or my dependents' visas including my ability to support myself and my dependents financially.
- I declare that neither I nor my dependents (if any) have been refused or are currently awaiting a decision on:
 - A migration visa for any country (including Australia)
 - Any other visa (including study visa) for any country (including Australia)
- I declare that neither I nor my dependents accompanying me (if any) have breached the conditions of any visa held at any time to enter Australia or any other country.
- I authorise GCA to contact any person, institution or organisation named in my application or supporting documents and authorise GCA and those persons, institutions and organisations to disclose any relevant information they may hold about me and my dependents (if any) for verification of my application and supporting documents.
- I confirm that:
I have access to sufficient funds to support myself and my dependents (if any) for the total period of my visa. I acknowledge that I may be required to provide additional documentation to confirm my ability to meet all necessary expenses as referred to on <http://www.immi.gov.au/students/student-visa-living-costs.htm>; OR
- understand that I am obliged on acceptance of a confirmation of enrolment (CoE) to comply with all terms, conditions and policies of GCA granting the CoE including in respect of:
 - any cancellation or amendment of any course or program;
 - refund of any course or program fees; and
 - transfer from the institution granting my COE. AND
- I also understand that while in Australia, I am required to abide by all applicable laws and regulations including without limitation working restrictions, academic performance, satisfactory attendance and all other conditions of my student visa.
- I understand I will have reasonable access to my personal information held by GCA and will be able to request correction of any personal information that is incorrect or no longer accurate

I have read and understand each of the above statements and give my consent to the use of my personal information as set out above.

ACCEPTANCE

By signing below you acknowledge that you have read and understand the conditions of the enrolment above and agree to abide by both those conditions.



Robert Parsonson 26 Jul 2016

SAMPLE