



# Emmuas College Dependent Full Fee Paying Overseas Student Application Information



Emmuas College is a school, which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by Melbourne Archdiocese Catholic Schools Ltd (MACS).

## Purpose

This application form is only for international parents studying or planning to study in Victoria and who wish to enrol their child in a school governed and operated by MACS.

This form should be completed for the following visa sub-classes:

- 500 Student – Higher Education Sector
- 500 Student – Vocational Education and Training (VET)
- 500 Student – ELICOS
- 500 Student – Non-Award.

Children of parents, who are studying at a Victorian university for research purposes can complete the enrolment procedure at the individual MACS school (fees will be the same as a local student) – that is, students applying for or holding a 500 Student – Masters and Doctorate or 500 Student – AusAID and Defence visa.

## Application Procedure

1. Parent/guardian/carer to gather supporting information.
1. Parent/guardian/carer to apply for enrolment directly to a MACS school, using the Dependant Full-Fee Paying Overseas Students (FFPOS) Application Form, with all supporting information and the application fee.
2. Parent/guardian/carer will be required to pay an enrolment application fee to MACS at the time of submission of the application.
3. School to submit a Dependant Full-fee Paying Overseas Students (FFPOS) Application, together with the enrolment application fee, to the MACS regional general manager for approval.
4. Upon approval, MACS to issue letter of offer and invoice.
5. Parent/guardian/carer to accept and pay tuition fees.

## Fee Information

### Application fee

Applications must be accompanied by the payment of the application fee. Payment must be made as detailed in the Dependant Full-fee Paying Overseas Students (FFPOS) Application Form. The application fee is non-refundable.

## Tuition fee, levies and ad hoc charges

Tuition fees, levies and ad hoc charges must be made payable to the individual MACS school and can be paid by direct debit, credit card, bank draft, bank cheque, money order, BPay (within Australia only) or telegraphic transfer. The preferred method of payment is direct debit set up at the time of enrolment.

Tuition fees do not include fees and charges for books, uniforms, stationery items, school trips, camps, visa application or travel costs, excursions or school activities.

## Terms and Conditions

The Dependant Full-fee Paying Overseas Students (FFPOS) Application Form will not be processed unless all relevant sections have been completed and all requested documentation is attached.

The student's parent or legal guardian must sign the Dependant Full-fee Paying Overseas Students (FFPOS) Application Form where stated in the parent's/guardian's/carer's declaration section.

## Age requirements

The minimum age for a dependant international student to commence school is 5 years old as at 30 April of the year of enrolment.

The maximum age for enrolment at a MACS school at commencement of school is as follows:

- entering Year 9 – the student must be less than 17 years of age
- entering Year 10 – the student must be less than 18 years of age
- entering Year 11 – the student must be less than 19 years of age
- entering Year 12 – the student must be less than 20 years of age.