

SAE INSTITUTE Perth

Overseas Student Course Information

SAE PERTH CRICOS PROVIDER CODE : 02431E



Multimedia Programs

Diploma of Multimedia

Start date	Estimated finish	Course Length	Lecture Time	Course Code	Award Level	CRICOS CODE
3 Mar 09	2 Mar 2010	12 months	Tue - Fri 11am	MD - 309F	Diploma	051676M

Audio Engineering Programs

Diploma of Music Industry

Start date	Estimated finish	Course Length	Lecture Time	Course Code	Award Level	CRICOS CODE
8 Sep 08	7 Sep 2009	12 months	Mon-Thu 2.30pm	AD - 908F	Diploma	051677K
3 Mar 09	2 Mar 2010	12 months	Mon Tue - Thur Fri 11am	AD - 309F	Diploma	051677K

Digital Film Programs

Diploma of Screen (Digital Film)

Start date	Estimated finish	Course Length	Lecture Time	Course Code	Award Level	CRICOS CODE
9 Sep 08	8 Sep 2009	12 months	Mon-Fri 2.30pm	DF - 908F	Diploma	051678J
3 Mar 09	2 Mar 2010	12 months	Mon - Fri 11am	DF - 309F	Diploma	051678J

3D Animation Programs

Diploma of Screen (Animation)

Start date	Estimated finish	Course Length	Lecture Time	Course Code	Award Level	CRICOS CODE
3 Mar 09	2 Mar 2009	12 months	Mon-Fri 11am	CAD - 309F	Diploma	051678J

Diploma Program Costs

Payment Plan A (Paid in Full Discount)

Health Insurance	\$370
Course Fee	\$13 100
Total Fee	\$13 470

Payment Plan B (payable in 2 installments)

Health Insurance	\$370
Course Fee	\$14 630
Total Fee	\$15 000*

Fee payment of **\$13470** due before CoE can be issued

*1st Installment **\$7500** due before CoE can be issued
*2nd Installment **\$7500** due at month 6 of course

Overseas Student Entry Requirements:

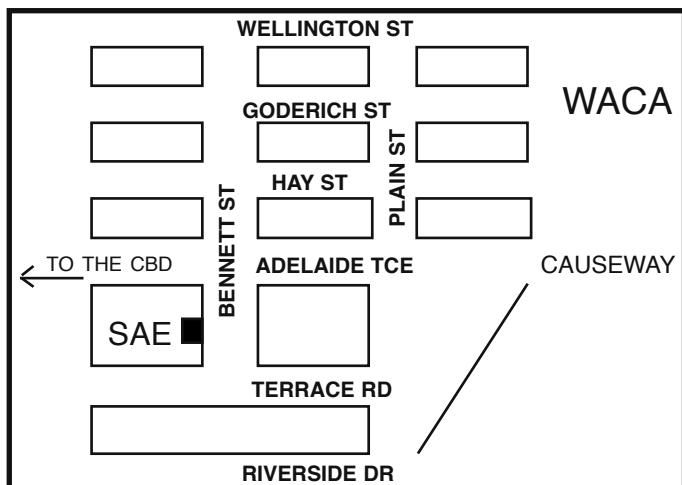
International English Language Testing System (IELTS) score of 5.5 overall OR
Testing of English as a Foreign Language (TOEFL) score of 525 (213 for Computer TOEFL ; 70 for Internet TOEFL)
If, however, an applicant has studied before at SAE in English or has successfully completed other tertiary education in where the main language has been English, then the English language test requirement can be waived

Full time courses offer 20-25 hours per week of committed instruction at the college. This includes theoretical training, supervised practical, group work, self-paced learning and relevant excursions. An attendance rate of 90% or greater is required to satisfy the academic learning needs of the student in successfully completing the course. If attendance or academic performance by the student is not satisfactory, the College will notify the Department of Immigration and Multicultural Affairs (DIMA) of a breach in student visa condition relating to attendance or satisfactory academic performance. After this notification the student will have 28 days in which to attend the DIMA office to resolve the matter. If the student fails to report, their student visa will be automatically cancelled where they will be subject to removal from Australia by operation of the law.

How to Find SAE Perth

SAE Institute Perth is located in the city precinct about 10-15 minutes walk from Perth's Central Train and Bus Station and the CBD.

Perth has a comprehensive public transport system. The suburban rail network provides reliable access to the city from most suburbs. Busses and trains are free in the CBD area.



Enrolment Procedure

As a prerequisite on application, international students must produce the following:

1. A copy of your personal details page of your passport
2. Proof of meeting the English language requirements (if you come from a non English speaking country) ie International English Language Testing System (IELTS) score of 5.5 overall OR Testing of English as a Foreign Language (TOEFL) score of 525 (213 for Computer TOEFL ; 70 for Internet TOEFL) If, however, an applicant has studied before at SAE in English or has successfully completed other tertiary education in where the main language has been English, then the English language test requirement can be waived
3. Proof of at least 12 years of schooling and any post high school qualifications.
4. A completed SAE International Registration Form.

Once these forms have been received and been assessed successfully, and once the initial payment has been made, either in full or the 1st installment, SAE Perth will issue a Confirmation of Enrolment which will allow you to proceed with your visa application.

Course Assessment

The Diploma Programs base assessment on both theoretical and practical aspects of the course. This can take the form of practical & theoretical assignments as well as practical & theoretical periodic and final examinations. An overall mark of 70 % is considered a pass.

Dependants of Students

Dependants of International Students accompanying the student to Australia will be required to pay full fees if they are enrolled in either government or non government schools.

For information on enrolment of Dependants in government schools please contact the Education and Training International, Department of Education and Training on **9320 3752**.

Additional Information

- The course fee includes lectures and access to practical the facilities necessary to complete the program.
- Students may have to supply some small format storage media, note taking materials & a pair of headphones - SAE is able to supply these at discounted rates.
- The compulsory healthcover fee is paid to Medibank Private on behalf of the student. When processed the Medicare number is forwarded to our office and logged into our student database.
- The course fee does not include airport transfers, accomodation or other living related expenses. After registration we are happy to assist students with listings of rental property agents and advice about living in Perth.

Accomodation

Perth offers a high standard of accomodation at reasonable prices. The climate is Mediteranean.

SAE can assist students to find a variety of different accomodation choices:

Homestay - for students intending on living within families. Each homestay provides:

- private bedroom
- one meal daily
- access to laundry facilities
- easy acces to public transport

YouthHostels

Hotels

Apartments/flats

Airport Transfers can be arranged for an additional fee

Accomodation Costs:

The following should only be used as a guide as costs will vary depending on accomodation type and lifestyle:

Homestay - AUD \$240per week

Hostel - AUD \$250 per week

Hotels - from AUD \$100 per night

Living Costs(food, bills, transport) - AUD \$120 - \$160 per week

Contact the college for further details

Counselling & Tuition Support

All students have the opportunity to book tutorials with any of the lecturing staff to help with course difficulties. Supervisors are on hand to assist with any practical needs.

SAE can assist students to adjust to life in Australia, and can provide counselling on personal & practical matters.

A qualified counsellor will confidentially deal with any greivance resolutions in an unbiased and professional manner.

SAE is unable to provide further training in English Language but is able to advise on course availability in Perth

All students have access to computer workstations, word processing software, scanners, the internet as well as the full audio and multimedia facilities used during training.

These are provided at no extra cost.

College Hours & Holidays

SAE Perth is open Monday - Friday from 10am to 10pm & on Saturdays from 10am - 6pm. SAE closes for approximately two weeks over Xmas and New Year & all Public Holidays.

APPLICATION AGREEMENT

SAE Investments Aust Pty Ltd t/a SAE Institute

Issued Feb 2008

- 1. Definitions**
 - 1.1 The following terms are used in this agreement
 - (a) "Date of Commencement" - means the first day on which the course commences, as displayed in our current brochure/fee schedule.
 - (b) "Course/Program" - means the series of classes in which the student is enrolled.
 - (c) "Application fee" - means the sum of money paid by the student to reserve a place in one of the programs approved for overseas students.
 - (d) "School" - means SAE Investments Aust Pty Ltd (ACN 003 885 121 t/a SAE Institute, SAE Institute of Technology, SAE Technology College(SAE) School of Audio Engineering, SAE College or its appointed agents.
 - (e) "Student" - means the signatory of these terms and conditions.
 - (f) "Studio" - means the studios and practical work stations located within the schools premises.
- 2. Registration & Course/Program Fees**
 - 2.1 To secure a place in a scheduled program the registration/ application fee must be received in full by the School. The Student agrees to pay the full scheduled course fee and health care fee prior to Date of Commencement.
 - 2.2 Upon acceptance of an offer of a place at SAE this Agreement becomes binding.
 - 2.2 In the event that the Student does not pay the full scheduled fee prior to the commencement date, his or her course can be cancelled by the School, and the place offered to other students.
 - 2.3 The registration/ application fee is non-refundable.
 - 2.4 The course fee is not transferrable to any other course, school or student.
 - 2.5 The student accepts that the school has the right to refuse any enrolment. This decision is at the discretion of the School's Manager.
 - 2.6 The full scheduled fee must be received by the school before Confirmation of Enrollment documentation required for processing of a student VISA application will be issued.
 - 2.7 All fees and charges are payable in Australian dollars prior to course commencement in accordance with the SAE fee schedule current at the date of commencement of the course.
 - 2.8 SAE reserves the right to recover from the student any government charges, including GST, that may be levied on services provided by SAE to the student.
 - 2.9 International student fees are deposited in the SAE Student Fees Trust Account and can only be drawn in accordance with statutory requirements under Federal and State Acts.
- 3. Studio use and Fee payment**
 - 3.1 The Student acknowledges that during use of the facilities he or she will be held accountable for the equipment being used and it's accessories. The Student agrees to exercise proper and reasonable care when handling this equipment.
 - 3.2 In the event that equipment in any studio is not functioning during the student's use of the studio, the student agrees to notify an officer of the School immediately giving full details regarding the equipment.
 - 3.3 In the event that equipment in the studio is deliberately damaged or stolen during the student's use of the studio as a result of failure on his or her part to exercise reasonable care the student agrees to pay, within twenty one (21) days, all costs relevant to replacing or repairing such equipment and will incur the loss of equipment bond.
 - 3.4 The school reserves the right to cancel the students booked practical time with reasonable cause. All attempts will be made to notify the student of such cancellation.
- 4. Refund Policy**

Note:

 - 4.1 For the sake of this refund policy a semester is 20 weeks of the course length (a full time Diploma course therefore consists of two (2.5) x twenty (20) week semesters). The registration / application fee is non-refundable in all circumstances.
 - 4.2 The course fee and health cover fee is refundable in full if SAE cancels the course prior to the commencement date.
 - 4.3 The course fee and health cover fee is refundable, pro rata, on the unearned portion of 55% of the semester fees if SAE cancels the course after the commencement date.
 - 4.4 If the student has a confirmed visa & withdraws from the semester more than 10 weeks prior to semester commencement date the full semester fees & health cover fees are refundable (less a \$500 administration fee).
 - 4.5 If the student withdraws 4 -10 weeks prior to the semester commencement date, 70% of that semesters fees are refundable (less a \$500 administration fee).
 - 4.6 If the student withdraws from the semester less than 4 weeks prior to semester commencement date, 40% of that semesters fees are refundable (less a \$500 administration fee).
 - 4.7 If the student withdraws within the first 4 weeks of the semester, 30% of that semesters fees are refundable (less a \$500 administration fee).
 - 4.8 If the student withdraws 4 weeks after the semester commencement date no fee refund is payable for that semester.
 - 4.9 Course cancellations and withdrawals by the student must be confirmed in writing. The Department of Immigration & Multicultural Affairs(DIMA) will also be informed of this action.
- 5. Termination by the School**
 - 5.1 If a students conduct is deemed to be unsuitable to attend the school, or that student has seriously breached School regulations or international student visa conditions after semester commencement no refund of that semester or any subsequent semester fees is due.
6. This agreement does not remove the right to take further action under Australia's consumer protection laws.

What to do next:

1. Complete and sign this application agreement. Include a photocopy of your passport identification & English Language qualifications and schooling background & information to SAE Perth
2. Attach a bank cheque (drawn on Australian Bank) made payable to SAE Institute and forward to the college OR pay through a bank by Direct Transfer into (please state your name on the transfer and SAE Perth):

Account Name: SAE Investments Aust Pty Ltd TA SAE Institute
Bank: Commonwealth Bank
Address: 48 Martin PI Sydney NSW
BSB: 062 000
Account no: 2000 1081 0388
SWIFT CODE: CTBAU2S

3. On receipt of your fees and after successful assessment of your paperwork, you will then be issued with a Confirmation of Enrollment (CoE)
4. Take the Confirmation of Enrollment to your nearest Australian Immigration office to arrange a student visa.
5. SAE will arrange health cover on your behalf. Contact our office when you arrive in Australia and we will tell you your medicare (health care) number.

I _____ PRINT YOUR NAME _____ have read & understood the school brochure, the registration supplement and this agreement and understand all its contents & requirements. If accepted, I will abide by the terms and conditions set forth in the brochure and this registration supplement. I hereby authorise SAE Institute to use my picture, statement and name in any promotional material relevant to the school. By my signature, I agree to the conditions of this agreement.

Signature of Applicant

Date

For office use only

Processed by:	Date Received:	Receipt Number:
Student Number:	Registration Fee:	Course Fee: