




Department of
Education



CANNING
COLLEGE

Your success is our priority



A guide to assist international students to
prepare for their study in Perth

CRICOS Provider Code: 00463

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Welcome to Canning College

The information in this booklet has been prepared and provided for you by the staff of Canning College's International Office.

You and your parents are invited to read all the information carefully so that you are well prepared upon arrival in Perth.

Please bring this booklet when you travel to Perth and contact the International Office if you have any questions or require further information.

We look forward to meeting you when you arrive in Perth.

Best wishes



Tony de Gruchy
Director
International Office

Canning College
Marquis Street
Bentley 6102
Western Australia

Telephone: (618) 9351 5665
Facsimile: (618) 9356 1119
Email: iso@canningcollege.wa.edu.au
Internet: <http://www.canningcollege.wa.edu.au>
CRICOS Provider Code: 00463B

Steps to studying at Canning College

Step 1.



Fill out the [Application form](#)

Step 2



When you have received a letter of offer, pay the fees.

Step 3



Complete and return the following forms:

- [Conditions of Application](#)
- [Refund Policy](#)
- [Declaration of understanding](#)

Step 4.



Accommodation

- Complete the [Accommodation Request Form](#)
- If you require Homestay, fill in the [Homestay Details Form](#)

Step 5.



Students under the age of 18.
Must read and fill out the [Guardianship Form](#)

Step 6.



Airport Reception.

Please advise the college whether or not you require airport pick up. If you require airport pick-up complete and return the [Airport Pickup Form](#) once you have your flight details.

ORIENTATION PROGRAMS

WAUPP /Yr 11/Bridging/Certificate IV

The major purpose of the Orientation Program is to make your adaptation to living and studying in Perth as trouble-free and enjoyable as possible. The program is residential (live-in) style with a wide range of activities to assist you with settling in and making new friends. Activities include – opening bank accounts, receiving course advice, learning about public transport and telephones, visiting places of interest, registering with your health insurance provider, Worldcare, finalising accommodation, social activities and so on.

All new students are required to participate in the Orientation Program. Canning College meets the costs associated with your airport reception, transfers to accommodation, meals, transport, accommodation and activities involved in the Orientation Program.

[Orientation dates 2012](#)

[Academic Calendar WAUPP, Yr 11, Bridging Courses 2012](#)

[Academic Calendar Certificate IV 2012](#)

Diploma of Commerce

A five (5) day non-residential orientation program is conducted prior to the semester commencing during which students:

- meet staff and students
- are introduced to the facilities at Curtin University and The University of Western Australia
- learn how to maximise their chances of academic success through study skills seminars
- finalise accommodation
- are provided with advice on living in Perth
- receive timetables
- complete enrolment
- make appropriate banking arrangements
- organise parking stickers
- receive bus and train passes and timetables

Lunch and morning tea are provided. Please see the timetable for orientation and semester dates.

The orientation program commences at 8.30am on the Monday morning at Room 51, Canning College. For those travelling by car it is easy to park. Please enter Canning College Entry A.

For those travelling by public transport, please consult Transperth website for the easiest way to get to Perth and train, bus and ferry timetables. Please get off the bus at Curtin Bus station. From there it is a 5 minute walk to Canning College.

[Academic Calendar Diploma Commerce 2012](#)

[Campus Map](#)

Diploma of Commerce [January orientation](#) and [July orientation](#) details

[Choosing your Major](#)

TRAVEL

PASSPORTS

It is advisable to have a passport valid for the length of your course. If it needs to be renewed, having it done in your home country is best. Passports are needed for identification purposes for various orientation activities; **please be sure to keep it with you during orientation.**

Students with e-visas are requested to bring the visa letter with them for arrival and orientation.

Passports for most countries can be renewed in Perth. Additional proof of identification (ID card, international driver's license etc) is also useful.

VISAS

You should apply through your education agent who can assist you with the procedures. Visas are obtained from the Australian High Commission or Embassy. The visa received should be valid for your entire course.

E-visas are available from some countries. It is important that you retain any Immigration correspondence regarding your e-visa (including your TRN – Transaction Reference Number). The current fee for a student visa application is AUD\$540.00 and includes a work permit. This fee is subject to change by government.

AIRPORT RECEPTION AND TRANSFERS

The College offers a **free** airport reception and transfer service for Canning College students arriving in Perth for the first time. This service includes any accompanying persons. After arrival, students are usually transferred to the Orientation venue.

In order that the necessary arrangements can be made, please provide **well in advance**, either directly or through your agent, the following information:

Date of arrival

Time of arrival

Airline and flight number

Names of travelers

If you **do not** require airport reception, **please advise** the College **well in advance**.

Reception staff will be carrying a College sign and will be standing in the arrival hall.

If required, the contact number for the Canning College airport reception is **0419 930 092**
Also the College emergency number for after hours is **0419 192 151**.

Please make the Canning College arrival officer aware that you have arrived as soon as you enter the Arrivals Hall.

ACCOMMODATION FOR EARLY ARRIVALS

Please advise us well in advance if you intend to arrive early.

The College can arrange short-term accommodation for students arriving before orientation.

Bookings can be made at Trinity (UWA) and other venues. Costs are payable by students.

Accommodation can also be arranged for accompanying family members. Accommodation during orientation plus one night prior to orientation commencement is paid for by Canning College.

If the student is **under 18 and arriving early, he or she should be accompanied by a parent or guardian or be placed under the care of the Canning College principal.**

RETURN JOURNEYS

Due to the demand for seats on flights scheduled just prior to or during vacations it is essential to make bookings as early as possible. Please avoid travel during class time, as this is not permitted except in special circumstances. Final examinations are usually completed by the last Friday in November and you may need a few days to settle your personal affairs before returning home.

Term vacations are published in the College diary you receive at the beginning of your course. Extending vacation times is not usually permitted. Requests for extended vacations must be in writing and submitted to the International Students' Office at least two weeks before the intended vacation and are subject to the Principals permission.



CUSTOMS & QUARANTINE REGULATIONS

Australian government authorities strictly police Customs and Quarantine regulations. The penalties for breaches of rules can be very severe. **Please be advised to read and act in accordance with the information in the brochures included in this package or provided by your travel agent.**

One general rule is that if you are in doubt, it is better to declare rather than get caught.

Restrictions relate to:

- food
- herbal medicines
- weapons
- products from endangered and protected animals
- plus many other items. **Check before trying to bring things with you.** Not only are passengers and their baggage checked but also parcels sent by mail from overseas. Your family needs to know what can and cannot be sent to you.

Please print these booklets from the Australian Customs and Border Protection Services and Australian Quarantine and Inspection Services. They contain useful information that you should read before you come to Australia.

[Guide for Travelers – know before you go](#)

[What can't I take to Australia?](#)

[What can't be mailed to Australia?](#)

Websites to access: www.customs.gov.au and www.aqis.gov.au

Check List: Have you?

- a valid passport and visa
- Informed college staff of your arrival details and accommodation request
- Booked a return air ticket, if necessary
- Carefully checked that items you are bringing comply with Customs and Quarantine regulation

WHAT SHOULD YOU BRING WITH YOU?

CLOTHING

What you bring to wear needs to be adequate for a wide variety of climatic conditions. Perth has a Mediterranean climate – hot/dry summers and cool/wet winters.

Summer (December to March) – daily conditions vary with temperatures ranging between 20°C and 35°C (occasionally higher). Night temperatures can range from about 10°C to 20°C. Humidity is normally quite low and the heat can be very 'dry'. Consequently, you will require light clothing. Moisturiser and lip balm may be purchased in Perth or brought with you. Sunscreen is essential in Australia. The UV rays of the sun are a lot stronger than in other countries.

Winter (June to September) – again daily conditions vary and weather patterns occur in reasonably predictable cycles. Day temperatures range between 12°C to 22°C while night temperatures vary between 5°C and 15°C. Although temperatures may not be very low, winds can add a chill factor to the air. As a result, you need a wind-proof jacket plus layers of lighter clothing. A strong umbrella and a raincoat may also be useful.

Clothing prices vary in Australia and some items will be cheaper in your home country.

The College requires that students maintain a neat and clean standard of dress at all times.

It is recommended that you take note of each day's weather forecast and dress accordingly.

ELECTRONIC GOODS

Models you are accustomed to may not be available in Australia and many items may be a little more expensive than at home.

All Mathematics students will require a calculator. We advise all students to buy the calculator once they arrive in Australia to ensure that they get the correct model. The calculator is available at the Canning College bookshop.

Important

Ensure that appliances are compatible with a 240 volt system.

Australian socket plugs can be purchased in Perth.

If asked by Customs Officers, tell them you are a student and the appliances are for personal use.

Import tax **may be** charged on personal computers, especially if they are new.

BAGGAGE

One large and strong suitcase with wheels or a trolley.

One piece of durable hand luggage.

Important

- The baggage allowance is usually 20 kilos and because excess baggage is expensive, it is advisable to have extra luggage sent by surface post, airfreight or unaccompanied baggage. **The collection of additional unaccompanied luggage is the student's responsibility.**
- It is advisable to carry a small amount of extra clothing, toiletries, valuables and personal items in hand luggage. This will minimize inconvenience and worry if your main baggage is misdirected.
- For easy identification please tag all luggage with your name and address. **Be sure to place a College sticker on your main piece of luggage. Your agent will be able to provide you with one.**
- Bring some Australian \$ currency to cover any immediate expenses.

EXPENSES

Expenses will depend on the type of accommodation you intend to use. A rental property will require 4 weeks rent for Bond plus two weeks' rent in advance. A homestay will require four weeks boarding fee in advance.

A recommended maximum 'start up' fund for accommodation is approximately AUD\$1,500.00.

DOCUMENTATION – in addition to passport and visa:

- Most recent education records
- e-COE form
- Receipts for payment of College fees
- Scholarship award letter, if applicable
- Formal identification e.g. driver's license, identity card etc
- College Offer documents

Some Aspects of Australian Social Culture

- Although Australia has a very multicultural society but is generally considered to be a Western culture strongly influenced by the United States and United Kingdom and Western Europe.
- Australians believe in equality and treat people, no matter what socio-economic strata, with respect
- Australians enjoy social chitchat and will ask questions about you. Don't be too shy; answer questions and in turn ask questions of your own. When meeting people for the first time you may chat about: the weather, sport, work/study, family, movies etc.
- Discrimination on the basis of race, gender, social status, politics or religion is against Australian law.
- Queuing and taking your turn is expected for all Australians.
- Punctuality is very important – being late for classes or appointments is seen as very rude.
- Littering is against the law and seen as very rude.
- Freedom of the press and expression of ideas are legal rights in Australia.
- Bribery is not part of Australian culture and is illegal.
- Very few Australians have servants. People like to be independent 'doers' and generally do not approve of master/servant relationships.
- Australians like to keep up to date with current affairs around the world. You can learn a great deal by reading newspaper, watching current affairs programs on television or accessing websites such as www.news.com.au

More information will be provided at Orientation.

Some Aspects of Education Culture at Canning College

- It will take some time for your hearing to tune into the Australian accent. Practice by listening to Radio Australia or CNN news broadcasts.
- Canning College is an adult campus where students are required to be self-reliant, motivated, responsible and independent learners.
- On an adult campus you may address staff by their given name.
- At Canning College students are expected to:
 - participate (e.g. ask and answer questions) in teaching/learning activities
 - be independent (i.e. seek information for yourself)
 - say more (e.g. express opinions, criticize, evaluate and apply knowledge to different situations)
 - do more (e.g. research, take notes, ask teachers)
 - make use of library, learning centre and computing facilities

More information will be provided at Orientation.



RESULTS AND REPORTING

Assessment

Year 11 and Bridging Courses

All assessments are College based and the final result for each subject is the accumulated marks as required in a published assessment guide for each subject.

Year 12 and WAUPP Courses

Final results are a 50/50 combination of internal assessments and external examinations.

Diploma of Commerce Courses

Students complete assessments as required by Curtin University and the University of Western Australia.

Certificate IV (Commerce Stream)

All assessments are College based and the final result for each subject is the accumulated marks as required in a published assessment guide for each subject.

Reporting *

WAUPP/WACE/Yr 11/Bridging

1. Reports are issued at the end of each course or major component e.g. term or semester.

2. Certificates of Completion are also issued at the end of each Bridging, WAUPP and Year 11 course.

3. Reports are issued at the following times:

1. End of Term One
2. Beginning of Term Three
3. End of Term Four

4. Student's progress can be tracked on the College's website:

1. Go to: <http://reporting.canningcollege.wa.edu.au>
2. Click on "Monitor your progress"
3. Enter the College ID number and date of birth

Results for each assessment for every subject can be viewed

Please note that the marks cannot be printed and will drop off the screen after a short time.

This is for security purposes

5. Parents can request progress reports at any time. These are prepared and issued as required. Students over 18 years of age must give their permission for their results to be accessed by parents *

Diploma of Commerce and Certificate IV

Reports are not issued; however statements of academic results are issued each semester.

Students may view their results at <http://reporting.canningcollege.wa.edu.au>

**As Canning College is an adult institution and privacy and confidentiality laws protect students over 18 years of age, staff cannot always report on adult aged students and students can request that information not be made available.*

MEDICAL INSURANCE

Commonwealth government regulations require all international students to be covered by medical insurance for the duration of their visa. Overseas Student Health Cover (OSHC) is managed by OSHC Worldcare.

The OSHC Worldcare fees are paid together with the College course fees and you are covered upon arrival in Australia. The College normally requires students to pay OSHC premiums according to the length of the visa issued for the nominated packaged programs.

Renewals can be done in Perth, through the College. OSHC Worldcare Cards will be sent to students after commencement at Canning College.

An OSHC Worldcare representative is on campus to process claims and give assistance 2 days per week.

BENEFITS

- OSHC helps you pay for the cost of visiting a medical practitioner. It pays a minimum of 85% of the doctor's fee and you pay the difference.
- OSHC pays the total cost of hospital treatment provided that it is in a public hospital and is done by a hospital doctor. If you choose a private hospital and/or your own doctor, you will have to pay a proportion of the costs.
- OSHC pays for eye tests.
- OSHC helps to pay for pathology, x-rays and some other tests.
- Ambulance service is included.
- An allowance for pharmaceuticals.

However, OSHC does not cover all health treatments. Some of those not included are dental, physiotherapy, glasses.

Additional health insurance for areas not covered by OSHC can be arranged in Perth.

For further information please download A simple guide to your [Overseas Student Health Cover](#) or go to the website www.oshcworldcare.com.au

Medical insurance is a condition of your visa and you must not let your OSHC expire.

Standard contact details for OSHC Worldcare:

Member Services and General Enquiries
13 OSHC (13 6742)
Claims
1800 651 349
24 Hour Emergency Helpline
1800 814 781

Postal Address:
OSHC Worldcare
Locked Bag 3001
Toowong QLD 4066

VISA INFORMATION

Students enrolled at Canning College will have a student visa with one of the following sub-classes:

- 571 All Bridging, WA Universities' Preparatory and WACE Programs
- 573 Diploma of Commerce Programs
- 572 Certificate IV (Commerce stream)

Conditions: obligations, which must be fulfilled. Failure to comply may result in cancellation of the visa.

- 8202 Maintain enrolment in a registered course on a full time basis.
Attend classes.
Achieve a satisfactory academic result.
- 8534 No further stay.
Must return home to apply for a new visa at the end of the College program.
Applied on a discretionary basis and may be waived if the student can demonstrate a relevant study pathway and sufficient financial support.
- 8206 No change of provider.
Visa holder is required to complete 6 months study in the principal program at the initial education provider.
May be waived if initial provider issues a Letter of Release and Immigration approves 'exceptional circumstances'.
- 8501 Maintain adequate arrangements for health insurance, i.e. OSHC through OSHC Worldcare.
- 8517 Maintain adequate arrangements for the education of school-aged dependants.
The student must meet any fees.
- 8532 Visa holder is under 18, must obtain permission from the College to change welfare and accommodation arrangements.
- 8533 Visa holder must notify the College of his/her address in Australia. Any change of address must be notified within 7 days.
- 8105 Visa holder cannot work more than 20 hours per week during term and cannot commence work until s/he has commenced course.

e-Visa letters must be copied for College records.

Others can be checked at the Immigration website.

www.immi.gov.au

More information will be issued at Orientation.



The ESOS framework – providing quality education and protecting your rights

The Australian Government wants overseas students in Australia to have a safe, enjoyable and rewarding place to study. Australia's laws promote quality education and consumer protection for overseas students. These laws are known as the ESOS framework and they include the Education Services for Overseas Students (ESOS) Act 2000 and the National Code 2007.

Protection for overseas students

As an overseas student on a student visa, you must study with an education provider and in a course that can be found on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) at <http://cricos.dest.gov.au>. CRICOS registration guarantees that the course and the education provider at which you study meet the high standards necessary for overseas students. Please check carefully that the details of your course – including its location – match the information on CRICOS.

Your rights

The ESOS framework protects your rights, including:

- your right to receive, before enrolling, current and accurate information about the courses, fees, modes of study and other information from your provider's agent. If you are under 18, to ensure your safety, you will be granted a visa only if there are arrangements in place for your accommodation, support and welfare.
- your right to sign a written agreement with your provider before or as you pay your fees, setting out the services to be provided, fees payable and information about refunds of course money. You should keep a copy of your written agreement.
- your right to get the education you paid for. The ESOS framework includes consumer protection that will allow you to receive a refund or be placed in another course if our provider is unable to teach your course.

The ESOS framework sets out the standards Australian providers offering education and training services to overseas students must meet. These standards cover a range of information you have a right to know and services that must be offered to you, including.

- orientation and access to support services to help you study and adjust to life in Australia
- who the contact officer or officers is for overseas students
- if you can apply for course credit
- where your enrolment can be deferred, suspended or cancelled
- what your provider's requirements are for satisfactory progress in the courses you study and what support is available if you are not progressing well
- if attendance will be monitored for you course, and
- a complaints and appeals process

One of the standards does not allow another provider to enroll a student who wants to transfer to another course, but has not completed six months of the final course of study in Australia. If you want to transfer before you have completed six months of your final course you need your provider's permission.

Your responsibilities

As an overseas student on a student visa, you have responsibilities to:

- satisfy your student visa conditions
- maintain your (Overseas Student Health Cover) for the period of your stay
- meet the terms of the written agreement with your education provider
- inform your provider if you change your address
- maintain satisfactory course progress
- if attendance is recorded for your course, follow your provider's attendance policy, and
- if you are under 18, maintain your approved accommodation, support and general welfare arrangements

Contact details

Who?	Why?	How?
Your provider	For policies and procedures that affect you	<ul style="list-style-type: none"> • Speak with your provider • Go to your provider's website
Department of Education, Science and Training (DEST)	For your ESOS rights and responsibilities	<ul style="list-style-type: none"> • www.aei.dest.gov.au/ESOS • ESOS Helpline +61 6240 5069 • Email esosmailbox@dest.gov.au
Department of Immigration and Citizenship	For visa matters	<ul style="list-style-type: none"> • www.immi.gov.au • Phone 131 881 in Australia • Contact the DIAC office in your country •

ACCOMMODATION

Accommodation is an important aspect of student life in Perth, and the College aims to ensure that all students are comfortably and safely housed in order that they can focus on their studies. An Accommodation Officer is available at the College to provide a comprehensive accommodation service for international students.

Student Village Accommodation

Vickery House: Vickery House, which is managed by Curtin University, is situated on the eastern boundary of the campus and houses 300 Curtin University/Canning College students in 42 individual modern brick units each housing 8 students (same sex). The units are within walking distance of classrooms, library, shops and transport. Students have their own furnished single bed/study room and share the kitchen, living and ablutions. Students must provide their own bed linen, cooking and eating utensils. Each unit has a phone in the living area to receive calls. Emergency calls can be made to security but all other calls require a pre-paid phone card. Students over 18 can arrange to have a personal telephone line in their room.

Vickery House has vacancies at the beginning of the semester in January and occasionally in July. Students must be at least 17 years of age to take up residence. The student must sign a lease for the full academic year from January to November. The rent for 2012 is AUD\$155.00 per week, which includes a utilities allowance. Rent must be paid a semester in advance.

Canning Mews/Canning Villas: Canning Mews/Canning Villas comprises of two (single sex), five/six bedroom, fully furnished houses. The houses are self-catering and are within walking distance of the college campus and facilities, such as the recreation room, cafeteria, library and transport. Students have their own furnished single bed/study room and share the kitchen and living areas. One bedroom in each house has its own en suite. Students must provide their own bed linen.

Canning Mews/Canning Villas has vacancies mainly in January. The student must sign a lease for the full academic year from January to November. The rent for 2012 is AUD\$160.00 per week for a single room and AUD\$175.00 for an en suite room. This includes a utilities allowance. Rent must be paid a term in advance. A bond equal to 4 weeks rent is required along with the 1st term rent upon signing the lease agreement at orientation January 2012.

Bookings for either Vickery House or Canning Mews/Canning Villas must be made through Canning College International Office directly or via your agent.

Send your application to the International Office. For Canning Mews/Canning Villas, a deposit of 1 week's rent will be required to hold/secure the room. This payment will be deducted from the first term's rent.

Homestay Accommodation

Homestay provides students with a secure and family-like environment. Students are encouraged to join in with the family and this can help to improve English skills. The family provides meals and assists with your everyday needs such as laundry and cleaning, allowing you more time for study. Homestay host families are selected by the College staff according to strict requirements. All homestay accommodation is located on convenient bus routes with approximate traveling time of 20-30 minutes. The recommended weekly rate is AUD\$265.00. Students are not required to sign contracts but are expected to give 2 weeks notice to the homestay if they wish to leave.

Increasingly, homestay families provide access to the Internet, usually ADSL and a wireless modem. The cost of internet is included in the AUD\$265.00 a week accommodation fee. Internet use is for study purposes and email only. Students will be charged for any extra bandwidth used.

Rental Properties – Houses, Units and Apartments

If you are over 18 years of age and wish to have more independent living arrangements, you can rent accommodation facilities and look after yourself entirely. Most students who choose this option share with other students. Sharing arrangements may involve from two to six students. There are numerous rental properties within close walking distance of the college.

For all rental properties, students must sign a tenancy agreement, which is usually between six months and one year. Leases usually have a set of legally binding conditions and students are encouraged to read and fully understand leases before signing. Students must be 18 years of age or older to sign a lease. The College accepts no responsibility with regard to lease contracts signed by students or any accommodation organized privately.

Rent for a fully furnished room in a house or unit, can vary from AUD\$150.00 to AUD\$190.00 per week, and this excludes utility expenses. An allowance of AUD\$20.00 per week, per student should cover utilities such as gas and electricity and water. A bond of 4 weeks rent and 2 weeks rent in advance is required upon signing a lease.

The College will provide you with help and advice regarding this type of accommodation.

Accommodation Requirements for Students Under 18 Years of Age

The Department of Immigration and Citizenship (DIAC) requires students who are under the age of 18 years to have appropriate arrangements made for their welfare in Australia. This includes the need to appoint a local legal guardian and specific requirements for their accommodation.

Appropriate accommodation arrangements for students under the age of 18 years are homestay, on-campus at either Vickery House, Canning Mews/Canning Villas or with an adult relative who will act as the student's legal guardian. Students under the age of 18 years are not permitted to live in shared student accommodation.

All accommodation arrangements must be approved by the College and the student's parents, prior to arrival. Any change to accommodation arrangements must be negotiated with Canning College and be made with the approval of the student's parents.

Please discuss your accommodation needs with your family, then complete and return the Accommodation Form.

TELEPHONES & INTERNET

Landlines

In most cases, telephone costs are the student's responsibility. In homestays and furnished rooms students are liable for their share of telephone charges. For students in Canning Mews and rentals, they are required to open and close accounts as well as pay all charges.

Telephones can be expensive and it is advisable to 'shop around' for the best deal. There are two main companies you can use, Optus and Telstra – each has its advantages. Costs of calls vary throughout the day and you should attempt to use 'off-peak' rates. Each company also offers monthly 'specials'. Various types of call cards are also available.

Telephone cards are available but it is always advisable to carry some coins as not all public phones accept cards.

If you are staying with other people you need to be courteous when utilizing the telephone.

- Make and receive calls at convenient times.
- Limit the length of calls as someone else may wish to use the telephone.
- Be prepared to take accurate messages for others.

Mobile Phones

Most students choose to have mobile phones. While these are convenient, they are not permitted to be used within the College's teaching areas.

Students may choose to bring their own mobile with them and purchase a pre-paid sim card in Australia or purchase a phone. There are many mobile telephone providers offering pre-paid services. Students interested in buying a phone or a pre-paid service can look at the following service providers. All providers have stores in the Perth city centre and online sites.

International roaming is very expensive – to receive and send calls. We advise students to purchase phone cards to make international calls

Optus www.optus.com.au

Telstra www.telstra.com.au

Three www.three.com.au

Vodafone www.vodafone.com.au

Virgin www.virginmobile.com.au

iiiNet www.iinet.net.au

Alternatively go to a Dick Smith's electronic store for a variety of phones www.dicksmith.com.au and deals.

Students under 18 years of age are not eligible to sign mobile phone purchase contracts. In these cases, mobile phones with pre-paid cards are advisable.

Internet

There are many options for connecting to the internet. You may choose to have broadband connected to your home, wifi or an usb modem - contract or prepaid. All the mobile phone companies above provide prepaid mobile broadband and some also provide home broadband connections.

The internet is generally more expensive in Australia, so if you choose to get a contract rather than pre-paid, carefully watch your usage. Wireless internet is available on campus for Canning College students.

MONEY MATTERS

Living Costs – Accommodation, Food, Transport, etc.

Your expenses will depend on how you live. A starting point is about AUD\$1,500.00 to \$2,000.00 per month. But if you have a car, then costs will be much higher. Most students bring a lump sum in the form of a bank draft and some Australian currency, then, have monthly allowances sent from home.

Students will need to develop skills in living within a budget. See sample over the page.

Banking

During Orientation, students are assisted to open bank accounts at the Commonwealth Bank.

There is an ATM on campus in the Student Services building.

Bank West facilities are available nearby at Curtin University.

Most banks have Automatic Teller facilities.

Banking hours are 9.30am to 4.00pm, Monday to Thursday and 9.30am to 5.00pm on Friday.

Cash can also be obtained at EFTPOS outlets.

More information will be provided during Orientation.



Sample Budget

Approximate Expenses*

Accommodation (Room Only)

Bond	4 weeks rent in advance \$600 - \$760
Rent	\$150 - \$190 per week
Telephone connection	\$59 (existing connection)
Utilities connection	
Electricity (Synergy)	32.80
Gas (Alinta)	38.00
Food	\$100 per week
Utilities (Electricity and Gas)	\$20 per week
Entertainment	\$35 per week
Personal Items	\$30 per week
Mobile Phone	\$8.50 per week
Internet	\$8.50 per week
Transport (Bus)	\$5 per day
Books	Depends on program \$200 – \$500 per semester
Clothing	\$500 per year

* *Expenses vary with lifestyle, car ownership, inflation, location of accommodation and so on.*

TRANSPORT

PUBLIC TRANSPORT – Buses, Trains and Ferries

Perth has an extensive train and bus network. Timetables for different services are available at Canning College. Students can plan journeys and receive up to date timetable information at www.transperth.wa.gov.au.

Students are eligible for discounts on public transport. A SmartRider concession card is issued at enrolment. Students can add value to their SmartRider on buses, at train stations and selected newsagents. Bus use is free on any bus in the central city area.

Canning College is close to the Curtin bus station, which is a transport hub for many bus lines. Canning Bridge and Oat Street train stations are only 10 minutes away by bus.

There is a free Curtin shuttle bus servicing the local suburbs. Ask at the Canning College International Office for a timetable.

Taxis

Due to the distances involved, taxi charges are likely to be higher than in your home country. However, they provide a convenient and safe form of transport. 'Sharing a cab' can always reduce costs. Rates are higher for night services.

Driving and Licenses

Driving in Perth will be different from home. It is advisable to avoid driving until you have gained some experience on how Perth's road system operates. One key point is that road rules are strictly enforced by police.

If you already have a license, you may use it in Perth but there are some conditions. If you are going to be in Perth for twelve months or more, then you must convert your current license to a Western Australian license within three months of your arrival. The conversion is based on passing a theory test.

Licenses are not expensive to obtain in Perth and require passing a theory and practical test.

The book "Drive Safe – A Handbook for WA Drivers" is available at the College. Other information will be provided during orientation.

Another key point is that before you drive your own car or someone else's car be sure that you are covered by insurance. Having an accident can be very expensive and comprehensive insurance is highly recommended.

Before purchasing a car be sure you understand the conditions of purchase. You are advised to have any second-hand vehicles tested by an independent authority (RAC or SGIO) before making the decision on whether or not to buy. You should also check if money is owed on the vehicle. Remember the real cost of a car includes depreciation, maintenance, insurance and fuel. Do not sign any agreement until you are certain.

Bicycles

Many students living close to College use bicycles for transport, as they are cheap and convenient for short journeys. The cost of a bicycle can range in price from AUD\$100.00 to AUD\$1,500.00.

It is highly recommended that a security lock be purchased to protect your bike from theft.

Cyclists are required, by law, to wear approved safety helmets when riding.

Perth has many dedicated bike paths along the river and railway lines.

Pedestrians

Please be careful when crossing the road in Australia. Always use the lights. Never walk on the road – cars travel very fast and drivers do not expect to see people walking on the road.

Remember that vehicles travel on the left of the road in Australia. When crossing the road look to the right and then the left.

Personal Safety

Campus Safety

Canning College believes in the importance of maintaining a safe and secure environment for the students at all times. From 7:30am until 10:00pm Monday to Thursday and 7:30am until 5:00pm on Fridays, the College employs a security guard.

At night the car parks and walkways are well lit. Students can also request the security guard to walk them to their car.

Safety in Perth

Perth is a quiet and relatively safe city; however, use commonsense at all times. Do not walk around the streets alone at nighttime and avoid travelling alone on public transport late at night. If you need to travel at night, book a taxi in advance. Do not leave your bags and valuables unattended. In an emergency call 000 for police, ambulance or fire.

For further information regarding travelling safely please read the booklet [How Are You Travelling?](#)

Also access the website <http://www.thinkbefore.com/> for an Australian Government Student Safety Initiative.

FORMS

Complete the following forms
Return to the College as soon as possible

Return to:

International Office
Canning College
Marquis Street
Bentley WA 6102

Email: iso@canningcollege.wa.edu.au

Fax: +618 9356 1119

CANNING COLLEGE FORMS

Conditions of Application/Enrolment

Please read carefully – Applicants should keep a copy of this form and a signed copy should be lodged with the College.

I understand the following conditions apply to my application and enrolment as outlined on the Letter of Offer and Acceptance. Please note that additional information on any of these matters can be obtained from the International Office (details below).

- 1. Bond (applicable to students enrolling into Bridging courses, Year 11 and Year 12 ONLY)**
AUD\$500.00 refundable bond is required by the Department of Education and must be paid with course fees prior to enrolment.
The Bond, minus any monies owing to Canning College, will be refunded on completion of the course.
- 2. Course fee**
Course fees and Overseas Student Health Cover (OSHC) are to be paid at least one month prior to the commencement date of the course. All payments are to be made in Australian dollars and payable to Canning College. The e-Confirmation of Enrolment will then be issued and visa procedures may be completed. Late payment of fees – AUD\$200.00 penalty fee applies to any fees required two weeks after the due payment date.
- 3. Orientation Program**
Attendance at this program is compulsory for all new students from overseas. The cost is included in the course fee.
- 4. Accommodation**
The College will assist with short and long term accommodation placement. There is no fee for the accommodation placement service.
- 5. Excursion Permission**
The student may attend any excursion organised and approved by College staff as part of the Orientation, teaching/learning or recreation programs. For students under 18 years of age, a permission form must be signed by the parent(s), guardian or carer.
- 6. Termination of Study**
Failure to abide by the College's and / or Government regulations may result in termination of enrolment.
- 7. Under 18 aged students.**
For the care and well-being of students they are required to adhere to the College's policy and procedures for students under 18 years of age.
- 8. Grievances**
Policy and procedure documents are issued during Orientation.
In the case of a grievance you have the right to take further action under Western Australia's consumer protection laws. Students can also access the Conciliator, appointed by the Western Australian government, where disputes may require a negotiated settlement.
- 9. School-Aged Dependants**
Students with school-aged dependants (children) are required to pay full fees (ranging from about A\$6000 to A\$15000 per year) if they are enrolled in non-government or government schools.
- 10. Personal Information**
As a registered provider, Canning College is required to provide certain information about students to various government departments in accordance with the requirements of the ESOS Act. Such departments include Immigration and OSHC Worldcare where information regarding enrolment changes and breaches of attendance/academic performance requirements must be reported as required in the ESOS Act.
- 11. Application Information**
Information presented with an application must be true and correct. An enrolment may be terminated if incorrect information is provided.

Declaration

I, _____ have read and understood the information provided by Canning College
(PRINT full name)
and will abide by the "Conditions of Enrolment and Refund Policy"; and declare that the information provided with the application is true and correct.

Signature: _____
Student / Parent / Guardian

Date: _____
DD / MM / YYYY

Canning College
Marquis Street
Bentley WA 6102
Facsimile: (618) 9356 1119
Telephone: (618) 9351 5661
Email: iso@canningcollege.wa.edu.au
Web: <http://www.canningcollege.wa.edu.au>
CRICOS Provider Code: 00463B

Checklist for applicants
 Birth certificate
 Education certificates/results
 English test
 Mock/forecast/predicted results
 Medibank Private OSHC
 Three passport-size photographs
 Accommodation request (and fees where applicable)

CANNING COLLEGE

(CRICOS Provider Code: 00463B)

Refund Policy

Conditions for applying for a refund

The following refunds apply:

- a) Student is denied a visa by the Australian Government. Refund of all fees less an administration fee of up to AUD\$250.00
- b) Student withdraws or transfers more than 10 weeks before the program commences. Refund of all fees paid less an administration fee of up to AUD\$550.00
- c) Student loses Good Standing status due to failure to comply with attendance, behaviour or subject work requirements (including meeting assignment deadlines, sitting for scheduled tests and examinations); all fees for the current semester are forfeited.
- d) Student withdraws or transfers:

Program duration less than 10 weeks

Refund Due

Student with a visa withdraws	More than 4 weeks and up to 10 weeks before program starts.	70% of program fee
Student with a visa withdraws	4 weeks or less before and after program commences.	No refund of program fee

Program duration greater than 10 weeks

Student with a visa withdraws	More than 4 weeks and up to 10 weeks before program commences.	70% of a semester's fee
Student with a visa withdraws	4 weeks or less before program commences.	40% if a semester's fee less \$1,000 or 10% of course fee, whichever is the lesser, administration fee
Student with a visa withdraws	After program commences and during first 4 weeks	30% less of a semester's fee less \$1,000 or 10% of course fee, whichever is the lesser, administration fee.
Student with a visa withdraws	After 4 weeks of program commencement	No refund.

- e) Bond refunds are made at the conclusion of the designated program. Refund is in full, less any monies owed to the College.
- f) This agreement (policy) does not remove the right to take further action under Australia's consumer protection laws or general legal processes.
- g) Any refund will be issued within seven days of the student submitting all clearance documents.
- h) Applications for refunds must be in writing and addressed to the Director – International Office.
- i) If the nominated course is unable to be provided by the College, then, fees paid will be refunded in full or alternative placements arranged.

I have read and accept the conditions of the refund policy.

Student's Name: _____

Student's Signature: _____

Date: _____

Declaration of Understanding

This section needs to be completed when the student or in the case of a student under 18 years of age, parent/guardian, does not speak English.

The intention of this section is to ensure that the student or those responsible for his/her welfare are fully aware of the nature of the contract being signed.

The particular aspects relate to:

1. Conditions of Enrolment.
2. Refund Policy
3. Care Arrangements for Under 18 Aged Students.

----- Tear Off -----

Declaration – For student [_____]
(Name of student enrolling)

To be completed by a third party who is literate in both English and the “signatories” native language.

I ----- confirm that I am literate in both English and the “signatories”
(Name)
native language and I have fully explained the nature of the student’s course, the Conditions of Enrolment, the Refund Policy and, if relevant, Care Arrangements for Under 18 Aged Students. I am confident that they (the “signatories”) understand the agreement fully.

Signed: _____

Full Name: _____

Address: _____

Tel: _____

Fax: _____

Please return to:
Canning College
International Office
Marquis Street
Bentley WA 6102
Tel: (618) 9351 5665
Fax: (618) 9356 1119

ACCOMMODATION FORM

To help the College plan for your arrival and accommodation **please complete and return this form to the International Office.**

Name: _____

Course: _____

Date of Birth: _____ Male: Female:

If you have private accommodation arranged, please give details:

Perth Address: _____

Telephone: _____

TYPE OF ACCOMMODATION REQUESTED

- HOMESTAY* \$265.00 per week
- FURNISHED ROOM/SHARED HOUSE * \$140.00- \$180.00
- RENTAL (house/apartment)
- VICKERY HOUSE (subject to availability – must be 17 years of age or over)
- CANNING MEWS/CANNING VILLAS (subject to availability)

* Please note that Homestay accommodation is finalised during the Orientation to ensure that students are placed with the most suitable family The College will only pre-arrange Homestays in exceptional circumstances.

SPECIAL REQUESTS/OTHER INFORMATION

ACCOMMODATION – EARLY ARRIVAL

Due to the fact that I am arriving before the orientation I would like accommodation arranged:

Orientation Venue City Hotel

Return to:

CANNING COLLEGE
INTERNATIONAL STUDENT OFFICE
MARQUIS STREET
BENTLEY 6102
WESTERN AUSTRALIA
FAX : +618 9356 1119
Email : iso@canningcollege.wa.edu.au
CRICOS Provider Code: 00463B

HOMESTAY DETAILS

PLEASE FILL OUT AND RETURN

Date_____

First Name_____

Family Name_____

Home Address _____

Phone No _____

Mobile No_____

Email_____

Male [] Female []

Date of Birth_____

Passport No_____

Nationality: _____

Religion:_____

Do you require airport pickup service?

Yes [] No []

Arrival Date_____

Arrival Time _____

Flight No. _____

Date you require homestay

accommodation?

Emergency Contact Details:

Name_____

Relationship to you _____

Contact No_____

Email _____

Address_____

COMPLETE ONLY IF REQUIRING US TO FIND YOU A HOMESTAY

Personal Details:

Do you prefer a family: With children []

Without children [] Does not matter []

What are your hobbies?

Do you have any medical problems ?

Please make a detailed list

Do you have any dietary problems or special diet?

Do you smoke? Yes [] No []

Are you willing to live with a family that smokes? Yes [] No []

Are you OK with pets? Yes [] No []

Agents

details_____

OtherComments_____

Airport Reception Form

ORIENTATION IS COMPULSORY

**DO YOU REQUIRE US TO PICK YOU UP
YES/NO**

FREE AIRPORT PICKUP

To assist us in arranging this service we require the following information please complete and return as soon as possible

STUDENT NAME _____

FLIGHT DETAILS _____

ARRIVAL DATE _____

ARRIVAL TIME _____

NUMBER OF PASSENGERS (REQUIRING PICK UP) _____

DESTINATION _____

STUDENT HEALTH FORM

STRICTLY CONFIDENTIAL

This information, that is required for each student participating on the excursion, will assist the school and supervising teachers in the preparation and planning of an excursion.

STUDENT DETAILS

Student's name: _____

Date of birth: _____

Parent/guardian's full name: _____

Address: _____

Postcode: _____

Telephone no. – home: _____

– work: _____

– mobile: _____

Name of family doctor: _____

Telephone no: _____

Medical details

Is your child subject to seizures, fainting, epilepsy, diabetes or any other condition that may affect his or her safety during the excursion

Yes

No

If "yes", please give details:

Is your child allergic to:

Penicillin

(Please give details)

Any other drug

Any food

Other

Date of last tetanus vaccination: _____

Medication

Parents/guardians are requested to make arrangements with the teacher-in-charge for the safekeeping and handling of prescribed medications prior to the excursion.

Is your child presently taking tablets and/or other forms of prescribed medication?

Yes

No

Does your child self-administer the medication?

Yes

No

If "yes", state name of medication, dosage and frequency of use:

Does your child have a current Health Care Authorisation Plan at school?

Yes

No

Other information

Please provide any other information about your child which will enable the organisers of the excursion to provide better care for your child.

Department of Education-Excursions.

All Department of Education employees are required to comply with all policy and procedural statements of the is document. Failure to do so may result in disciplinary action.

CANNING COLLEGE
STUDENT VISA APPLICANTS UNDER 18 YEARS OF AGE
CRICOS Provider Code: 00463B

General Information

This package is for Student Visa applicants under the age of 18 years. For the benefit of the student and in keeping with DIAC (Department of Immigration And Citizenship) and ESOS 2007 regulations it is necessary to “*confirm that appropriate arrangements have been made for accommodation, support and general welfare of under age students during their stay in Australia*” .

DIAC Regulations

Student Visa applicants under the age of 18 years who are not accompanied by a parent or guardian during their stay in Australia, and who will not be living with an adult relative (direct relative over the age of 25 years) will require a statement (CAAW Form) from the College confirming that appropriate arrangements have been made for the student’s welfare in Australia.

CARER AGREEMENT

Responsibilities of the residential and Non-residential Carer

Carers provide management of students under 18 by acting in the best interests of the child, reducing and managing risk in keeping with the law and society’s expectations on the care of children.

More specifically, the carer is required to:

1. Liaise with Canning College on matters such as attendance, course progress, behaviour, fees, welfare, legal matters and career pathways.
1. Liaise with the student’s parents on education institution related matters, medical, health and welfare issues, social and recreational activities, accommodation, financial and legal matters and discipline. *This should include a discussion of arrangements for the emergency medical treatment of the student, e.g. permission to give the student general aesthetics.*
1. Be readily available to students / families i.e. reside in Perth and not leave students unattended for extended periods.
1. Liaise with government departments as required. These may include the Department of Immigration and Citizenship, the Australian Taxation Office and Medibank Private.
1. Advise and counsel the student both generally and (where appropriate) on personal issues, and promote the student’s social and emotional wellbeing.
1. Assist with the students’ essential day-to-day needs and activities, such as banking, travel, transport and attention to study.
1. Foster awareness of culturally appropriate behaviour and provide advice, information and guidance on such matters as personal hygiene, relationships, time management and study habits.
1. Encourage the student’s academic progress.
1. Provide formal consent for Canning College or social activities as required.
1. Provide a written report on the student when requested by Canning College.
1. Refrain from disclosing to another person confidential information about the student without the prior consent of the student, the student’s parent/s and where necessary Canning College, unless required to do so by law.

Additional Responsibilities of Residential Carer

1. Ensure safe keeping of the student’s property to the fullest extent reasonably possible.
2. Contact Canning College should serious medical treatment, surgery or general aesthetic be required to be administered to the student for any purpose.
3. Advise Canning College of any material change in the Carer’s circumstances, such as separation from a spouse or partner, changes of residential address, holiday arrangements or absence from the State for a period of two or more days and any other circumstance which may affect the role of Carer or the needs of the student.

Liability

The Carer shall indemnify and hold harmless Canning College in respect of loss or damage suffered or incurred by Canning College where such loss or damage arises or is incurred as a result of any wilful breach or as result of any neglect by the Carer of his or her responsibilities or obligations to the student, Canning College or any other person pursuant to this Agreement or arising at law, in equity or pursuant to statute.

The Carer shall not be financially liable if the Parents do not provide for the financial needs of the student. The Parents recognise and accept that the student’s private property may not be covered under the Carer’s home contents insurance policy.

This is to confirm that Canning College will provide care and assistance for the student named in the Agreement. Unless the student will be living with a care giver who is a blood relative (sister, brother, parent, aunt, uncle, grandparent – over the age of 25 years). The care giver will need to complete DIAC requirements.

Student Family Name _____

Other names _____ DOB _____

Agents name _____

Name of Parent (please print): _____

Signature of Parent: _____

Signature of Carer : _____ Date: _____

Relationship with the student: _____

**Must be direct blood relative over the age of 25 years.
If no direct blood relative then the Principal Canning College will be the guardian; Mr Alan Genoni**

Carer’s Contact Details: _____

Mobile: _____

Home Phone: _____

Email: _____

Representative of Canning College: _____

Signature for Canning College: x _____ Date: _____

Declaration of Understanding: my signature confirms that I under and accept the information and terms outlined above:

Parent: _____
PRINT name

Signature: _____ Date: _____

Carer: _____
PRINT name