Start planning for your studies at TAFE International Western Australia! This guide provides some useful information to help you start planning for your studies.
Why study in Western Australia?

It is a big decision to choose to study abroad. Your study experience is not just about the campus and course you choose, but the location and lifestyle on offer.

Western Australia is in the same time zone as many Asian regions and is a direct flight away from a number of capital cities in Asia, Africa and the Gulf States. This is important if you plan to return home during study breaks or if you have family who wish to visit you while you are studying.

Perth is one of Australia’s most dynamic and prosperous cities, and offers a dynamic mix of nightlife, restaurants and cultural experiences, as well as clear blue skies, white beaches and beautiful parklands and gardens.

Western Australia can offer you amazing travel experiences and adventures of a lifetime. From the northern red desert to the southern green forests and sparkling turquoise waters of the Indian and Southern Oceans – there is so much to explore!

Find out more at tafeinternational.wa.edu.au/why-study-in-wa
Why study at TAFE?

> Government owned and operated
TAFE offers high quality, nationally recognised courses and is government backed and guaranteed.

> Pathways to university
TAFE offers programs that have flexible entry requirements and provide opportunities for further study at university.

> Large course selection
Being the largest vocational education provider in Western Australia you can choose from more than 200 courses at locations throughout metropolitan Perth and regional Western Australia.

> Modern facilities
TAFE has modern facilities designed to closely replicate real work environments.

> Practical workplace skills
TAFE qualifications provide you with practical experience and industry training that gives you skills employers need.

> Value for money
You will receive high quality training and support at an affordable cost.
Your offer

Letter of Offer

Your Letter of Offer is your official notification that you have been offered a place in a course at a TAFE college in Western Australia. There are many high demand courses that fill up very quickly, so you should consider returning your acceptance and payment promptly. Please note your place is subject to availability at the time of acceptance and payment.

An Acceptance Letter is included with the Letter of Offer and should be completed, signed and returned to TIWA with full payment of your required tuition and Overseas Student Health Cover (OSHC) fees. Signing the Acceptance Form shows that you have read and fully understood the Enrolment and Refund Conditions included in your Letter of Offer package.

File Reference Number

Your Letter of Offer contains a unique number that is your File Reference Number and must be quoted in all correspondence with TIWA. Please keep this letter in a safe place for future reference.

Late arrival

Students must ensure that they arrive on or before the commencement date indicated on their Letter of Offer. Late starts will only be granted in exceptional circumstances, where evidence can be provided. Approval for a late start must be obtained and granted prior to your course commencement date.

Students who cannot arrive on time may be required to defer their enrolment to the next available intake.

How to accept your offer

To accept your offer, you must return your signed Letter of Acceptance with:

- supporting documentation that you were requested to supply, in your Letter of Offer (i.e. conditions).
- payment of your schedule of fees, as indicated in your Letter of Offer.
Making payment

There are several different ways that you can pay your fees to TIWA.
The Western Union option is the most reliable method of ensuring your payment is correct and will also provide you with a clear process to pay using an overseas currency.

<table>
<thead>
<tr>
<th>Payment option</th>
<th>Instruction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Western Union</td>
<td>Visit tafeinternationalwa.edu.au/current-students/paying-your-fees/western-union and follow simple instructions on how to complete payment using your choice of currency.</td>
</tr>
<tr>
<td>Credit card on the Internet</td>
<td>Pay now by Visa or Mastercard.</td>
</tr>
<tr>
<td>EFTPOS cards</td>
<td>Please note that in general, EFTPOS accounts have a withdrawal limit of $1,000 per day. This may prevent you paying the full amount of your fees using this method.</td>
</tr>
<tr>
<td>BPAY</td>
<td>Please contact your participating financial institution to make a payment from your cheque or savings account. Biller Code: 656835, BPAY Reference Number: (will be located on your statement of account).</td>
</tr>
<tr>
<td>Pay in person</td>
<td>Present your statement of account with your credit card at our office located at: East Perth TAFE Campus, Building B, Level 2, 140 Royal Street, East Perth WA 6004. Please note: TIWA can no longer accept cash payments at our office.</td>
</tr>
<tr>
<td>Overseas Bankdraft or Cheque</td>
<td>Payable to TAFE International Western Australia (postal address: Locked 16, Osborne Park DC WA 6916)</td>
</tr>
</tbody>
</table>

Please note that tuition fees are reviewed annually. If tuition fees are increased you will be required to pay the new fees as they are introduced.
Overseas Student Health Cover (OSHC) fee

All international students studying in Australia are required to pay Overseas Student Health Cover (OSHC) for the entire duration of their student visa.

Health cover costs

TIWA will only process payments for Bupa. If you wish to use another provider, you will need to make your own payment arrangements and show evidence of the payment to the Department of Home Affairs when you apply for your visa.

The following table gives you a guide as to the cost of cover as at 1 February 2018 (subject to change).

<table>
<thead>
<tr>
<th>Months/duration</th>
<th>1 person</th>
<th>2 people</th>
<th>3 people</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>$303</td>
<td>$964</td>
<td>$1 405</td>
</tr>
<tr>
<td>12</td>
<td>$605</td>
<td>$1 928</td>
<td>$2 809</td>
</tr>
<tr>
<td>18</td>
<td>$937</td>
<td>$2 959</td>
<td>$4 576</td>
</tr>
<tr>
<td>24</td>
<td>$1 249</td>
<td>$3 945</td>
<td>$6 102</td>
</tr>
<tr>
<td>30</td>
<td>$1 561</td>
<td>$4 931</td>
<td>$7 627</td>
</tr>
<tr>
<td>36</td>
<td>$1 874</td>
<td>$5 917</td>
<td>$9 152</td>
</tr>
</tbody>
</table>

- **1 person**: Cover for you only.
- **2 people**: Cover for you and your partner.
- **3 people**: Cover for you, your partner and your children under 18 years of age if they live with you in Australia.

More information about OSHC can be found at [tafeinternational.wa.edu.au/help-and-advice/health-cover](http://tafeinternational.wa.edu.au/help-and-advice/health-cover)
International student visas

International students require a student visa to study in Australia. You should apply for your visa after receiving your Confirmation of Enrolment (CoE) from TIWA. A student visa will only be issued to students who undertake a Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) registered course. These courses are full time and at TAFE are generally a minimum of 20 hours per week.

Your student visa will:
- be sent to you once it has been granted by Department of Home Affairs.
- be issued for the duration of your course or study pathway.

Applying for your visa

To lodge an application for your student visa, contact your nearest Australian Embassy, high commission or TIWA Education Agent. You can find a list of Australian Embassies or high commissions at dfat.gov.au/missions

Visit tafeinternational.wa.edu.au/find-an-education-agent for details of TIWA appointed Education Agents. The documentation you will be required to present for your Student Visa will depend on the country you are from. Some of the documentation will include:
- a copy of your Confirmation of Enrolment (CoE)
- your passport
- four passport-size photographs
- an initial visa application payment of A$560 (subject to change). This figure can vary according to your circumstances.
- a copy of your Letter of Offer from TIWA

Visit the Department of Home Affairs website homeaffairs.gov.au/Trav/Visa-1 to find out more information on student visas, how to apply and the documentation you are required to submit.

Students with disabilities

The Department of Home Affairs will assess students with disabilities or medical conditions when their student visa applications are processed. Student visa applications require disclosure of pre-existing disabilities or medical conditions. Non-disclosure may result in your visa being cancelled.

Visitor’s visa

Students who arrive on a visitor’s visa are not permitted to study in a CRICOS registered course. Students must hold a valid student visa to study with TIWA.

If you have a visitor or working holiday visa you are able to study an English Language Intensive Course for Overseas Students (ELICOS) for a maximum of 3 months at North Metropolitan TAFE. Please visit the TIWA website for more information tafeinternational.wa.edu.au/study-english

Travelling on a student visa

If you return home during the semester break, you must check the visa expiry date stamped in your passport. If your student visa expires while you are outside Australia, you will need to apply for an extension of your student visa. If you are unsure, please contact homeaffairs.gov.au

Bringing school aged children with you?

In Australia it is compulsory for school-aged dependants to undertake full-time studies. If you are bringing school aged children with you to Australia, you will require a Confirmation of Placement (CoP) to secure your child’s dependant visa. The CoP provides evidence of schooling arrangements.

To receive a copy of your Confirmation of Placement you are required to provide the following documents:
- completed Confirmation of Placement Request Form
- confirmation of Enrolment (COE) for the Primary Visa Holder
- copy of the Primary Visa holder’s passport details page
- copy of the child/children’s passport details page.

Please send these documents to the Admissions Team via email: admissions.tiwa@dtwd.wa.gov.au

You will be required to fund the tuition of your dependent children. Note that annual tuition fees for public school enrolments are paid to TIWA, prior to a placement at a school being confirmed. You are also required to pay any local school contributions plus additional fees for English and special needs programs should the school deem them necessary.

Please visit tafeinternational.wa.edu.au/dependants-of-other-visa-holders for more information.
Accommodation

There are a variety of accommodation options available to international students studying in Western Australia.

Temporary accommodation

Temporary accommodation may be a good option for when you first arrive in Western Australia. There is a range of temporary accommodation on offer in Perth, which you can search for through the internet and book online. There are many backpacker hostels or budget hotels to choose from that range from $30–$150* AUD per night depending on whether you require shared or single rooms.

Shared rental

Many students choose to share a rental house or apartment with other students as this reduces costs. The rental price for a furnished room in shared accommodation is around $150 per week but can range from $120 - $215* per week. This cost does not usually include electricity, water or gas.

You can also look in local newspapers such as The West Australian or The Sunday Times, where a large range of rentals are advertised. The International Student Centre at your college may be able to provide assistance in identifying suitable accommodation in one of the local suburbs.

Living on campus

The campus living options include:

- Edith Cowan University (ECU) Village, Mt Lawley – rooms start from $200.50 per week;
- Murdoch University Village, Murdoch – rooms start from $189.50 per week;
- Pepperell Village, Geraldton – rooms start from $125 per week; and
- ECU Village, Bunbury – rooms start from $186.50 per week.

Homestay

This is very popular because you can make Australian friends, embrace the Australian lifestyle and improve your English.

Homestay costs between $275– $310* per week, depending on your age and level of service provided. There is also a Homestay placement fee of $250.*

For more information about any of the accommodation options listed above please visit the website: tafeinternational.wa.edu.au/accommodation

For students over the age of 18 you may wish to consider a four week short homestay to transition into your local area and college. For more information and to make a booking visit: homestaynetwork.org

*These fees are current as of 2017, prices are reviewed annually.

Under-age Students

All applicants can study at TAFE in the calendar year they are turning 18. For students under 18 years of age, once AHN has identified a Homestay family they will give these details to TIWA, who will issue the Welfare Letter the student will need to include in their student visa application.

Sometimes parents have relatives or friends in Perth that they would like their child (under 18) to live with. For this to be approved parents need to provide evidence of a long-term family relationship with the proposed hosts. AHN will need to visit the home and ensure it is suitable and appropriate for the child, and all adults living in the home are required to provide Working with Children and Police Criminal Screening checks. This arrangement will need to be registered with AHN and fees do apply.

Please see the website for more information for under-age students tafeinternational.wa.edu.au/under-18
Working in Australia

Your international student visa allows you to work while you are in Australia; however, there are limits on the hours you can work. International students are allowed to work 40 hours per fortnight during each semester and unlimited hours during semester breaks.

You should check Department of Home Affairs’ website homeaffairs.gov.au/Trav/Stud/More/Work-conditions-for-Student-visa-holders for detailed information.

If you want to work while you are in Australia, you will need a tax file number. You can apply for a tax file number online with the Australian Tax Office (ATO) ato.gov.au. Generally it takes two weeks for your application to be processed.

Other useful links

Jobs & Skills WA Occupations profiles and career advice.

seek.com.au Provides information about part-time work opportunities in Western Australia.

jobfinder.com.au Provides information about part-time work opportunities in Western Australia.

Living expenses

See below for an example of the living costs you may encounter as an international student in Australia.

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost per week (AUD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food and eating out</td>
<td>$80 - $280</td>
</tr>
<tr>
<td>Gas and electricity</td>
<td>$35 - $140</td>
</tr>
<tr>
<td>Phone and internet</td>
<td>$20 - $55</td>
</tr>
<tr>
<td>Public transport</td>
<td>$15 - $55</td>
</tr>
<tr>
<td>Car (after purchase)</td>
<td>$150 - $260</td>
</tr>
<tr>
<td>Entertainment</td>
<td>$80 - $150</td>
</tr>
</tbody>
</table>

*Sourced from studyinaustralia.gov.au/global/live-in-australia/living-costs
Flights + arrival in Perth

Booking your flight

Once you decide to accept your offer, you should try to book your flight as early as possible. Flights for arrival into Perth by the beginning of each semester, i.e. December–February and June–July can be heavily booked. When booking your ticket, check the visa entry requirements which may restrict your date of entry into Australia.

It is a good idea to arrive in Perth a few weeks before you start your course. You will need time to find appropriate accommodation and get to know your new neighbourhood. If you are travelling a long way you may need time to overcome jet lag and adjust to the climate.

You must arrive in Australia prior to the commencement of your course or your enrolment may be deferred to the next available intake and you may have to return home.

Arriving in Australia

When you land in Australia, you will be given an incoming passenger card to complete. This is a legal document. If you are carrying any food, plant, wood, animal items or products – you must tick yes. This also includes food given to you during your flight. If you have any items that you do not wish to declare, you can dispose of them in quarantine bins provided at the airport.

If you have more than $10,000 in cash in your luggage, you must declare it on your Incoming Passenger Card. It is suggested that you arrange for an electronic transfer of funds into your Australian bank account once it has been opened.

Welcome desk

Study Perth provide an airport welcome desk at Perth Airport to welcome international students. Visit the Study Perth Welcome Desk in the T1 arrival hall to collect your welcome gift to help you settle into life in Western Australia. For more information visit studentsinperth.com.au

Airport pickup

Airport pickup can be arranged at a cost of $130, you will be taken directly to your Homestay family or temporary accommodation. Please contact AHN at homestaynetwork.org to organise this service.

A taxi from the airport to central Perth costs approximately $50. An airport bus costs approximately $20, and can drop passengers at central city hotels.

Getting started

You should arrive in Perth with at least $1,000 and have access to another $2,000 during your first few weeks for expenses associated with organising housing. Funds may be needed to pay bond on rental accommodation or for other services.

Document checklist

There are a number of official documents that you should bring to Australia with you including:

- valid passport with student visa;
- Letter of Offer from TIWA;
- Confirmation of Enrolment (CoE) issued by TIWA;
- all receipts of fees paid (e.g. course fees, OSHC, bank statements etc.);
- OSHC insurance certificate/policy details;
- copies of your academic transcripts and qualifications (original or certified*);
- personal identification documents, including birth certificate, identification card, driver’s licence or international drivers licence; and
- medical records and/or prescriptions (if appropriate).

* Certified documents are witnessed by signature as being true copies of the original document.

Please note, if you are travelling with your family, you should make sure you have their documents too. Documents should be kept in your carry-on hand luggage. It is a good idea to make copies that are scanned and stored securely online, or left behind with family to be sent to you if lost.
Support services

TAFE college support
The International Centre at your TAFE college can provide support relating to your study or personal issues. College staff will be able to assist you with:
> advice on courses and pathways;
> identifying suitable accommodation in one of the local suburbs;
> your application for continuing enrolment;
> advice on change of course/units pathways;
> updating your contact details (i.e. address, email, mobile numbers);
> monitoring your class progress and assisting you to achieve your study goals;
> Overseas Student Health Care information; and
> public transport information.

Safety
International students in Perth enjoy a safe and secure study environment. However you should always take care particularly when out and about at night. The International Centre staff at your college can help you by providing support and advice to you during your studies.

Orientation
When you arrive in Western Australia you must attend an orientation session at your college. You will be sent your orientation details once your Confirmation of Enrolment (CoE) has been issued.

At orientation you will:
> receive your class timetable;
> receive your student ID card;
> be given a tour of your campus;
> find out important information relating to your studies; and
> find out more information if you have not received an OSHC card.

Create your Unique Student Identifier (USI)
Please note all students enrolled at a TAFE college in Australia need to have a Unique Student Identifier (USI). The USI is linked to your enrolment record and provides you with easy access to your training records and results whenever you need them.

You need to create your USI prior to attending your orientation session. To create your USI go to usi.gov.au

About TAFE International Western Australia (TIWA)
TIWA is the unit within the Western Australian Department of Training and Workforce Development responsible for the recruitment and admission of international students studying at Western Australian TAFE colleges and Public Schools. All international students applying to study at a Western Australian TAFE college must apply through TIWA.

TIWA can also assist with a range of issues relating to your enrolment. You can find helpful information for current students at tafeinternational.wa.edu.au/current-students including:
> your enrolment;
> forms, publications and policies; and
> how to pay your fees.

Contact details
TAFE International Western Australia
Department of Training & Workforce Development (DTWD) - Customer Service Centre
East Perth TAFE Campus, Building B, Level 2
140 Royal Street, East Perth WA 6004
+61 8 9218 2100
admissions.tiwa@dtwd.wa.gov.au
tafeinternational.wa.edu.au

Thank you for your application to study with us, we look forward to welcoming you to Western Australia.