



Department of
Education

START PLANNING GUIDE

2017



TAFE International Western Australia manages the placement and fee collection of overseas students into public schools, in line with the Department of Education's Enrolment of Overseas Students Schedule.



**International
Western Australia**



CONGRATULATIONS + WELCOME

Congratulations on receiving an offer to study at a Western Australian public school. We look forward to receiving your acceptance of our offer and welcoming you to Western Australia.

The Letter of Offer that accompanies this guide contains essential information relating to your offer.

This guide provides some additional, useful information to help you start planning for your studies.

Why study in Western Australia?

It is a big decision to choose to send your child to study overseas. The study experience is not just about the school 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 would like your child to return home during term breaks or if family would like to visit them.

Perth provides international students with a safe environment to study, as well as clear blue skies, white beaches and beautiful parklands. Choosing a public school in Western Australia can help your child reach their potential and achieve academic success.

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



Your offer

Letter of Offer

Your Letter of Offer is your official notification that you have been offered a place in a Western Australian public school. Please note that your place is not confirmed until payment has been made to TAFE International Western Australia (TIWA) and your official acceptance is received.

A Letter of Acceptance 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 Letter of Acceptance shows that you have read and fully understood the Enrolment and Refund Conditions included in your Letter of Offer package.

How to accept your offer

1. Parent/legal guardian must complete, sign and return the attached Letter of Acceptance
2. To guarantee your place in the course, you must pay the tuition fees as listed on the Schedule of Fees, attached to your Letter of Offer.

File Reference Number

Your Letter of Offer contains a unique number that must be quoted in all correspondence with TIWA, including bank transfers. Please keep this letter in a safe place for future reference.

Fees

The tuition fees for international students studying at Western Australian public schools are reviewed annually and may vary depending upon your visa sub-class.

If new fees are increased, you will be required to pay the new fees as they are introduced.

Additional fees apply for English language support, for further information visit tafeinternational.wa.edu.au/your-study-options/study-at-school/english-language-requirements [🔗](#)

For current fees please refer to the TAFE International Western Australia (TIWA) website: tafeinternational.wa.edu.au/school-tuition-fees [🔗](#)

Western Australian Public School term dates

	2017*	2018**
Term 1	1 February – 7 April	31 January – 13 April
Term 2	24 April – 30 June	30 April – 29 June
Term 3	17 July – 22 September	16 July – 21 September
Term 4	9 October – 14 December	8 October – 13 December

* Gazetted term dates, however they do not include school development (pupil free days). Schools will schedule three days where students do not attend.

** Preliminary dates only, still to be confirmed.

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.

Payment option	Instruction
Western Union	Visit tafeinternational.wa.edu.au/current-students/paying-your-fees/western-union and follow simple instructions on how to complete payment using your choice of currency.
Credit card on the Internet	Pay now  by Visa or Mastercard.
EFTPOS cards	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.
BPAY	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).
Pay in person	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.
Overseas Bankdraft or Cheque	Payable to TAFE Western Australia (postal address: Locked 16, Osborne Park DC WA 6916)

Living expenses

The cost of living in will depend on your lifestyle. A starting point is about \$1,500 AUD to \$2,000 per month.

It is useful to develop a budget that will allow you to live within your means and make sure that you will have enough money to meet payments and pay bills such as electricity and water. Keep your budget flexible to allow for any changes and unexpected events.

Your accommodation costs will depend on whether you live with a local guardian or with a homestay family - please see below for more information about accommodation options.

If you are planning to buy a car you should account for additional expenses such as petrol, insurance and licence costs.

Sample weekly budget (AUD)*

Food	\$100
Public transport	\$40
Clothing and Entertainment	\$50 - \$100
Mobile phone	\$10
Total	\$200 - \$250

* Excludes accommodation and books may need to be purchased for \$200 - \$500 each semester depending upon the study program.



Accommodation during your studies

Western Australian public schools do not offer residential accommodation to students.

Students under 18 years old are required to have local guardians. If a student intends to live with a relative in Perth, the relative will need to apply and be approved by the Department of Immigration and Border Protection (DIBP) to be the guardian. For further information about nominating a guardian, please visit the DIBP website border.gov.au

If the student does not nominate a relative, then TIWA requires the student to live in Homestay accommodation organised by Australian Homestay Network (AHN). AHN is the accommodation provider in Western Australia. For more information about AHN, visit its website: homestaynetwork.org

Homestay is where students live with an Australian family. This is very popular, even with students over 18 years old, as the student can make Australian friends, embrace the Australian lifestyle and improve their English.

An AHN Homestay student is provided with:

- > a clean, fully furnished room
- > a supportive family environment
- > meals (see below options)
- > utilities (however, overseas telephone calls and internet usage can be negotiated)
- > AHN 24/7 professional telephone support
- > AHN Contents Insurance for students and hosts (as per AHN Insurance Policy)

Costs associated with Homestay

Placement Fee	\$250
Airport Transfer (mandatory for minors)	\$130*
Full Service (3 meals per day)	\$310 a week
Half Service (2 meals per day)	\$275 a week

* Perth metropolitan area only

Please note: Homestay accommodation is only available in the metropolitan area. Regional placements will only be considered where a parent nominated homestay can be arranged.



Overseas Student Health Cover (OHSC) fee

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

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 Immigration and Border Protection when you apply for your visa.

Health cover costs

The following table gives you a guide as to the cost of this cover as at 1 February 2017 (subject to change).

Months/duration	
6	\$303
12	\$605
18	\$937
24	\$1 249
30	\$1 561
36	\$1 874

 Covers only the valid visa holder

More information about OSHC can be found at: 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 CRICOS registered course.

Your student visa will:

- > be sent to you once it has been granted by the DIBP.
- > be issued for the duration of your course of study 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's appointed Education Agents.

You will need to present the following documentation when lodging your application:

- > a copy of your Confirmation of Enrolment (CoE)
- > your passport
- > four passport-size photographs
- > an initial visa application payment of A\$550 (subject to change). This figure can vary according to your circumstances.
- > a copy of your Letter of Offer from TIWA

Visit the DIBP website border.gov.au to find out more information about student visas and how to apply.

Please ensure that you allow enough time for your visa application to be processed so that you can arrive in time to commence studies.

Students with disabilities

The DIBP 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.

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 DIBP border.gov.au



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.

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.

Airport pickup

Airport pickup can be arranged at a cost of \$130. You will be taken directly to your Homestay family. Please contact AHN at homestaynetwork.org to organise this service. Please note, this is mandatory for students under 18 years old.

Getting started

Schools are very busy at the beginning of each school term, so please contact the school prior to your commencement to make an appointment to enrol.





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.

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



About TAFE International Western Australia (TIWA)

TAFE International Western Australia is the unit within the Western Australian Department of Training and Workforce Development that manages the placement and fee collection of overseas students into public schools, in line with the Department of Education's Enrolment of Overseas Students Schedule.

Contact details

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tafeinternational.wa.edu.au

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