



'for learning , for success'

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Bay Learning Academy - Application to Enrol as an International Student

Information for Students Wishing to Enrol at Bay Learning Academy

Conditions

1. Enrolment

1.1 Enrolment is subject to the following conditions and becomes a legal contract on acceptance of a student by Bay Learning Academy.

1.2 Enrolment is only complete when Bay Learning Academy receives full payment of fees.

1.3 Bay Learning Academy reserves the right to modify its course arrangements and to alter its specifications and fees without prior notice.

2. Fees

2.1 All fees must be received by Bay Learning Academy 14 days before the course commences.

2.2 Course fees are worked out in complete weeks, including weeks with public holidays. Three or more days count as a week.

2.3 In the event of absence or early departure from the course after the first 7 days of the course, no refund is granted.

2.4 Students must pay their own entrance or activity costs for optional class trips and recreational activities held outside class hours.

2.6 Exam fees for IELTS, TOEFL, TOEIC and Cambridge examinations are an extra cost.

2.7 All tuition fees include the New Zealand Government Goods and Services Tax (GST) - 15%. Any changes to this tax would affect the quoted fees.

2.8 Fees cannot be transferred to any other institution or student.

2.9 If any services or facilities included in the fees are not used, except for unused accommodation, no refund or deduction can be granted



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If your course is for 12 weeks or less, you can study with a visitor's visa or a working holiday visa. If your course is longer than 12 weeks, you must apply for a student visa at a New Zealand Embassy.

Full details of visa and permit requirements, advice on rights to employment in New Zealand while studying, and reporting requirements are available through the New Zealand Immigration Service, and can be viewed on their website at www.immigration.govt.nz.

In order for us to process your enrolment registration, please fill in ALL FIELDS within this form. A detailed Homestay Application Form must be completed before arrival in New Zealand if you want Bay Learning Academy to arrange a homestay for you.

When we receive your registration, we will contact you to confirm your placement.