

International Wesley College Enrolment Procedures

APPLICATION PROCESS

To apply for a place at Wesley College, the following must be submitted:

- a) Application for Enrolment form
- b) Non-refundable Application Fee
- c) Notarised copy of the student's most recent school report (original and translated); students applying to enter a specific year level must have successfully completed the year prior to entry or equivalent
- d) Copy of the student's birth certificate or passport
- e) Results of Australian Education Assessment Services (AEAS) assessment*

**All students applying for a place at Wesley College who do not have English as their first language are required to sit an AEAS assessment test.*

Students must achieve Stanines of 7 or above in the Mathematical Reasoning Ability and Non Verbal General Ability components of the AEAS test in order for their application to be considered.

This test can be completed either in Australia or in the student's country of origin. To view AEAS test venues and dates, please contact:

AEAS (Australian Education Assessment Services)
Tel: + 61 3 9645 0077 or email: admin@aeas.com.au www.aeas.com.au

When the College has received the required application documentation, the application will be reviewed by the Manager Admissions International and Learning in Residence, and Head of School. Following this, the applicant or appointed Agent will be advised of the outcome.

If the application is successful, an offer of a place will be made and may be subject to the following conditions:

1. Satisfactory completion of the Wesley College English Language Preparation Program (ELPP) or other ELICOS provider
2. Successful completion and satisfactory results from post Language Preparation AEAS test
3. Meeting with Head of School to finalise entry to mainstream classes

If the student fails to meet the condition of their offer, the offered place may be withdrawn and the student required to find another school

LETTER OF OFFER

An offer of enrolment will be made in writing. To accept this offer, the tuition fees and other costs as outlined in the offer must be paid by the due date, and all documentation in the offer returned to Wesley College to confirm the position. If payment is not received by the due date, the offer may be withdrawn.

On receipt of the tuition fees, the College will issue Confirmation of Enrolment (COE) and if Wesley College is accepting responsibility for the students Welfare and Accommodation, a Confirmation of Accommodation and Welfare (CAAW) document. These are required to obtain a student visa.

If a student defers enrolment or is suspended by the College, this may impact upon the student visa end date.

ENGLISH LANGUAGE PREPARATION PROGRAM

Students applying for a place at Wesley College who do not have English as their first language may be required to attend an English preparation course in accordance with the letter of offer. The AEAS test results will recommend the minimum length of time required to improve a student's

English level to be competent in the desired year level. Students must attain a satisfactory level of English to ensure they have a good understanding of the language used in the mainstream courses studied at the College.

ACADEMIC PERFORMANCE AND PROGRESS

It is important that the student maintains an excellent academic performance and attendance in the ELPP or ELICOS program to ensure readiness for entry to mainstream schooling at Wesley College.

INTERVIEW

All students are required to attend an interview with the Head of School prior to commencement. This will be scheduled after the student arrives in Australia and successfully completes all conditions of offer. The College will be in contact with students to arrange an appropriate time.

OUR FEES

Students will be billed for additional charges upon commencement and charges will be pro rata if the student does not commence at the beginning of the school year. These include:

- Consolidated Charge
- Learning Technology Fee
- International Student Levy

Please refer to the *International: Wesley College Fees and Expenses* document.

DISCOUNTS

• Family Discounts

At Wesley, coeducation is central to our vision for learning, as is our commitment to keeping children in one family together.

A family discount applies to Tuition Fees only, where three or more children are at Wesley College, and the discount is 20% for the third child and 50% for the fourth and any subsequent children.*

** A 10% discount for a second child is also available when a third child has commenced and enrolments are concurrent*

If you are eligible for the discount, it is automatically applied to your account.

The family discount does not apply to the Consolidated Charge, Learning Technology Fee or any other fees and charges that are billed to your account.

Families who have been granted other forms of fees assistance will not be entitled to family discounts.

• Early Payment Discount

A 2.5% early payment discount may be available if you pay the full year's Tuition Fees in advance.

Some conditions apply. For further information, contact Admissions or the College Accounts Department

NOTICE OF WITHDRAWAL

International students are restricted from transferring from Wesley College to another education provider for a period of six months from commencement. After this initial six-month period, one term's notice in writing to the Head of Campus is required, advising the withdrawal of a student from the College, otherwise a charge equivalent to one term's fees will apply. This procedure also applies to requests of withdrawal from Learning in Residence.



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