LEADING THE NEXT GENERATION

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(61) 2 9267 5777  (61) 2 9267 5177  info@mitinstitute.nsw.edu.au
www.mitinstitute.nsw.edu.au

MIT Institute Pty Ltd CRICOS Provider Code: 03778M

MIT Institute is accredited by the National ELT Accreditation Scheme

MIT Institute is accredited by NEAS
ABOUT US

At MIT Institute we know that learning English is a journey best taken in small steps. Challenges, fun and a sense of satisfaction are commonly found in our classrooms and it would be our pleasure in helping you navigate your way forward in the English-speaking world. With our ten-year experience in providing English to students from all over the globe we are perfectly suited to make your study experience at our Institute memorable and enjoyable. Pride in our teaching team, friendly staff members, dynamic learning atmosphere and interesting courses ensure that you will definitely find studying at MIT Institute meets your expectations and leads you to an exciting future. MIT Institute hopes to take this first and most important step with you and so we welcome you warmly and look forward to seeing you soon.

Welcome to MIT Institute. We pride ourselves on our family environment and atmosphere as we are all working together toward the goal of improved language skills!

We have an excellent team of teachers and administrators that are to help you get the most out of your experience in Australia. We believe that by becoming a part of the culture, your language will improve and that the better your English is, the better you can immerse yourself in the culture, they go hand in hand.

Even though learning a new language is hard, our skilful teachers have great methods to help you improve. We take our experience and dedication and turn it to making you the best language learner you can be. Communication is the key to today’s world and our job is to help you communicate with that world.

We aim to provide you with an excellent experience from the first contact to the last by providing excellence in everything we do. We are here to make your experience in Australia and happy and productive one from airport pick-up and accommodation, to teaching and classroom experience. All our staff are here to lead you to the right path to your best tomorrow, and we can do this because of our helpful attitude, skill, and knowledge.

We look forward to helping you and becoming your partner in knowledge to help you reach your maximum potential.

Miguel Calcagno
Director of Studies
– MIT Institute

WELCOME TO SYDNEY’S BEST CHOICE FOR STUDYING ENGLISH.

OUR SCHOOL

Established in 2006, MIT Institute provides a modern education experience, employing proven methods of teaching to ensure students obtain the best possible outcomes from their efforts. Our mission is to help people reach their maximum potential as language learners. We aim to do this by providing a wide variety of courses and study options that take into account the students’ previous language learning experiences, students’ own cultures and we also concentrate on the students’ future plans. Student progress is carefully monitored so that they receive all the support they need.

OUR LOCATION

MIT Institute is conveniently located near Sydney’s Town Hall right in the heart of the Central Business District. It can be easily reached by public transport.

There are plenty of food courts, shopping centres, banks and restaurants close to the school. MIT Institute is also within close walking distance of many famous tourist attractions including the Queen Victoria Building, Darling Harbour, the Sydney Opera House and the Sydney Harbour Bridge.

QUALITY ASSURANCE

✔ Teachers are enthusiastic, friendly and supportive, and students appreciate meaningful feedback on their progress from the teachers.
✔ The location encourages students to practice within authentic English speaking environments.
✔ The quality of the teaching is consistent across all courses.
✔ All the staff provide valuable information and support to the students.
SYDNEY
The perfect place to learn English.

Climate
There are four beautiful seasons in Sydney. Summer is not too hot and winter is not too cold. The climate is mild throughout the year. If you take a look at any photo of Sydney, you’ll also notice how beautiful and blue the sky is! The days are few when the sun doesn’t shine in Sydney!

Accommodation Options
You can apply for your accommodation, such as Homestay and Share house through our college; however, there are also some other accommodation options that you can pursue by yourself, such as arranging a homestay by yourself, finding a place to live in the private rental market (by using websites or newspapers), or through real estate agencies, who can give you a good idea of the type and cost of accommodation that is available.

Living cost in Sydney
Before you come, you should be aware of how much it will cost you to live and study in Australia. On average, you should expect to pay about $300 per week for your living costs because you will need to pay for your rent, food, transport, etc. (only an average cost, you may need to prepare more money for your life here due to your other needs.)

Tourist Attractions
The Sydney Opera House with its unique sails was designed by Jorn Utzon, a famous Danish architect. Together with the Sydney Harbour Bridge, it is the most well known symbol of Sydney. It is located at Bennelong Point. It was completed in 1973 after 14 years of construction.

The Harbour Bridge is a spectacular sight. You can experience it all on the stunning Bridge climb tour, which is popular with not only tourists but locals as well.

There are also many beautiful beaches. Whilst Bondi Beach is the most famous beach in Sydney, there are many other beaches located to the north and to the south of the centre of the city. They are all accessible by public transport. Sydney really is an excellent city for surfers.

But if you’re not into surfing, then there is something at the beaches for you, too. Most beaches have attractive cafes and restaurants which serve delicious food.

You can also enjoy national parks such as the Blue Mountains with its stunning scenery or the white sandy beaches at Port Stephens or even catch a train and go to Morisset to see some wildlife.
WHY US?
Something more to know about us.

1 EDUCATION
MIT’s objectives are to
- provide quality language education.
- match courses closely to our students’ educational needs, and to help them to achieve their learning goals.
- provide an optimum learning environment to promote the improvement of English skills.
- encourage and facilitate cross-cultural understanding.
- improve what we do continuously, in light of new developments in our field.
And we do all this in a friendly, positive, supportive and helpful manner.

2 TEACHERS
Many of our teachers have lived overseas. All have taught in Australia and some have experience in teaching overseas.

Our teachers can help students understand Australian culture and society as many of them are born in Australia or have lived here for a very long time.

All are well qualified having university degrees, diplomas and certificates in TESOL. Some staff also hold postgraduate qualifications in linguistics and TESOL.

3 HELP&_SUPPORT
A close liaison between staff and students ensures that students receive individual care and attention.

Our experienced staff understand the difficulties students living abroad face and are ready to help students with them. Students can expect to get the correct advice on things like health services, welfare, accommodation and employment.

4 CURRICULUM
We have a variety of courses to suit every need of English learning. General English, EAP, IELTS and Cambridge, and the teachers will work closely with you to make sure all aspects of your language development are covered.

Each course follows a textbook and the teachers will also provide you with other materials, such as different textbooks, films, websites and, sometimes, they will take you on excursions to places that are related to the topics or themes you are studying.

You will usually have one to two teachers for regular classes, and different teachers for Special Focus Module classes.

5 TIMETABLE

<table>
<thead>
<tr>
<th>Morning class (Mon-Thu)</th>
<th>Evening class (Mon-Fri)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30-10:00 1st Session</td>
<td>16:30-17:30 Special Focus Modules</td>
</tr>
<tr>
<td>10:10-11:40 2nd Session</td>
<td>17:40-19:10 1st Session</td>
</tr>
<tr>
<td>Lunch Break</td>
<td>19:20-20:50 2nd Session</td>
</tr>
<tr>
<td>12:20-13:20 3rd Session</td>
<td>Special Focus Modules</td>
</tr>
<tr>
<td>13:30-14:30 Special Focus Modules</td>
<td>See next page for more details.</td>
</tr>
</tbody>
</table>

6 PATHWAYS
Successful completion of our EAP & IELTS preparation course allows you to enter our partner college without doing an IELTS Test.
English Courses

MIT Institute offers a variety of courses and our course system allows you to make your own tailored courses according to your individual needs and interests. You can choose your regular classes based on your goals and Special Focus Modules based on your needs.

Regular Classes

All the courses follow a textbook. Teachers will also provide you with other material like different textbooks, films, web sites and, sometimes, they will take you on excursions to places that are related to the topics or themes you are studying. You will usually have one or two teachers for regular classes, and different teachers for Special Focus Modules. Regular classes run four days a week in the morning and five days a week in the evening, and the teachers will work closely with you to make sure all aspects of your language development are covered. Progress test will be conducted in every 5 weeks.

- General English
- Cambridge FCE
- Foundation in IELTS
- EAP & IELTS

Special Focus Modules (S.F.Ms)

All the students will have one hour a day of Special Focus Modules. This means you can choose a special focus to help you learn in the area of English where you need the most help. Special Focus Modules include: conversation, current affair discussion groups, listening, reading, writing, grammar, pronunciation and so on. So if you’re worried about your pronunciation, you can do something about it. However, the Special Focus Modules we run when you are studying will be dependent upon demand.

- Speaking & Conversation Module
- Songs & Listening
- Upper Grammar & Vocabulary
- Reading & Writing Skills
- Pronunciation Module
- Lower Grammar & Vocabulary
- Survival English

TIMETABLE

Morning (8:30 - 14:30)

<table>
<thead>
<tr>
<th></th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30-10:00 (Regular Classes)</td>
<td>1st Session</td>
<td>1st Session</td>
<td>1st Session</td>
<td>1st Session</td>
<td>Day Off</td>
</tr>
<tr>
<td>10:10-11:40 (Regular Classes)</td>
<td>2nd Session</td>
<td>2nd Session</td>
<td>2nd Session</td>
<td>2nd Session</td>
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</tr>
<tr>
<td>Lunch</td>
<td>Lunch</td>
<td>Lunch</td>
<td>Lunch</td>
<td>Lunch</td>
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</tr>
<tr>
<td>12:20-13:20 (Regular Classes)</td>
<td>3rd Session</td>
<td>3rd Session</td>
<td>3rd Session</td>
<td>3rd Session</td>
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<tr>
<td>13:30-14:30 (S.F.Ms)</td>
<td>S.F.Ms</td>
<td>S.F.Ms</td>
<td>S.F.Ms</td>
<td>S.F.Ms</td>
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Evening (16:30 - 20:50)

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<thead>
<tr>
<th></th>
<th>Mon</th>
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<th>Thu</th>
<th>Fri</th>
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<tbody>
<tr>
<td>16:30-17:30 (S.F.Ms)</td>
<td>S.F.Ms</td>
<td>S.F.Ms</td>
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<td>S.F.Ms</td>
<td>S.F.Ms</td>
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<tr>
<td>17:40-19:10 (Regular Classes)</td>
<td>1st Session</td>
<td>1st Session</td>
<td>1st Session</td>
<td>1st Session</td>
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<tr>
<td>19:20-20:50 (Regular Classes)</td>
<td>2nd Session</td>
<td>2nd Session</td>
<td>2nd Session</td>
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Course Flow Chart

<table>
<thead>
<tr>
<th>CEFR</th>
<th>A1</th>
<th>A2</th>
<th>B1</th>
<th>B2</th>
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<tbody>
<tr>
<td>IELTS</td>
<td>Beginner</td>
<td>Elementary</td>
<td>Pre Intermediate</td>
<td>Intermediate</td>
</tr>
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<tr>
<td>General English</td>
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<tr>
<td>Academic English</td>
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<tr>
<td>Cambridge Preparation</td>
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</tbody>
</table>

PROGRESS TESTING EVERY 5 WEEKS

- Foundation in IELTS
- EAP & IELTS Preparation
- FCE Preparation
General English (Beginner to Advanced)

CRICOS Course Code: 058699C

Course Length: 2 - 52 weeks
Enrol: Any Monday
Entry Requirement: None

About Course

This is the course where all students usually start from. This course will cover the four areas of general English skills (Speaking, Listening, Reading and Writing) and will help you develop the skills required for each level.

The students will learn to improve ability to:
- understanding spoken English.
- communicating in common situations by using language functions and the appropriate vocabulary.
- reading and understanding high frequency vocabulary and simple sentences.
- writing paragraphs with accurate spelling and punctuation and understanding and using accurate grammatical structures.

Why study this course at MIT?

- We offer Beginner to Advanced (levels A1/A2 to C1+ on the Common European Framework). *We aim to offer up to six levels, so that you can study with other students at a similar level to you.
- The course materials and content are authentic so that you can apply them to your real life immediately, which enhances your learning speed effectively.
- Excursions, including local activities (i.e. Vivid Sydney), films, speed dating, and sightseeing will expand knowledge and vocabulary and you can use the language learnt at the event in many social situations.

I like this school, which is lots of fun and good for my study because there are many different nationalities, so I feel I can practice better. This school is really great and the teachers are very funny and experienced because they don’t only use the book to teach but also bring conversation topics, and this is what I liked a lot. Most importantly, all the teachers care for the wellbeing of the students.

Carlos Ivan Colmenares
COLOMBIA

CRICOS Course Code: 058699C

Model Lesson Plan - Intermediate

Vocabulary
- Retelling the story
- Phrasal verb stories
- Flashcards
- Using Dictionary

Grammar
- Verb Conjugation
- Tense Review
- Conditional Statements
- Reported Speech

Reading
- Reading for gist and details
- Text organisation
- Newspaper headlines
- Reading books

Writing
- Creative writing
- Criticizing Books
- Process writing
- Complex Sentence

Speaking
- Listen and draw
- Idiomatic Expression
- Brainstorming
- Pronunciation

Culture
- Travel Vocabulary
- Discussing Culture
- Cultural etiquette quizzes
- Readings about Globalization
Foundation in IELTS (Intermediate)

CRICOS Course Code: 060123C

Course Length: 2 - 12 weeks
Enrol: Any Monday
Entry Requirement: Pre-entrance test or intermediate level

About Course

Don’t be scared by the name “IELTS”, as this course is the perfect transition for introducing Academic or Professional English. This course provides a comprehensive introduction to higher level English Language courses which are becoming more and more popular and necessary every year, such as: Cambridge FCE, IELTS, EAP and Advanced level general English courses.

Why study this course at MIT?

- The fundamentals of writing in English, used in both Universities / Academia and business. The differences between formal and informal English and how to transition between the two depending upon the needs of the writer and the audience.
- More vocabulary focusing on the most important words and phrases commonly used in English tests, by highlighting the various language influences (e.g. French, Latin and Greek) on formal English
- Phrasal Verbs and their use in spoken English
- Exam Reading skills, such as skim reading and scan reading with a wider reading list compared with General English.

FCE Preparation

CRICOS Course Code: 080079C

Course Length: 2 - 16 weeks
Enrol: Any Monday
Entry Requirement: Pre-entrance test or intermediate level

About Course

If your answer is “Yes” to one or more of the questions below, you should consider FCE Preparation at MIT!!

- Do you feel that your English is fairly good, but hasn’t improved beyond the level of day-to-day communication?
- Do you want to use English as an effective tool for better employment?
- Do you simply want to keep studying English, but want something other than General English?

FCE Preparation is for students of intermediate (B1 in Common European Framework) level which aims to prepare students for the Cambridge ESOS exam, First Certificate (FCE). It prepares students for the exam with the necessary skills and accuracy in English.

Why study this course at MIT?

You will have very close liaison between staff and students which ensures individual care and attention. Our experienced staff members have a lot of understanding with the difficulties students face and the expertise to deal with them.
English for Academic Purposes (EAP) & IELTS Preparation
(Upper Intermediate to Advanced)

Course Length: 2 - 20 weeks
Enrol: Any Monday
Entry Requirement: Pre-entrance test or upper-intermediate level

About Course

This course is for you if:
- you want to study at university or college in the near future
- you need an IELTS score for visa purposes
- you have good everyday English but want to be a more sophisticated user of English.

In this course, you will learn English and at the same time prepare for your future studies. This includes academic skills such as presentation and research, on top of the English language itself. You will be able to increase your listening and speaking competencies for academic studies. You will practise reading academic topics and completing academic tasks and assignments. The course will help you with your further studies.

At the same time, you will get a lot of the information you need in order to get the best IELTS score you can get. This includes techniques of working within the time limits, a variety of vocabulary you need for academic English (especially for writing), how to avoid silence in the speaking test, and how to tackle common traps in reading and listening.

Why study this course at MIT?
- Proven results: scores of past students rose by average 1.0 in a short period.
- Spot-on practice: e.g. “How to avoid the same words in writing.”
- Interactive: e.g. listening and speaking activity with latest current affairs TV programs.
- Small size: so you get individual attention.
- Quality: all students must meet the entry criteria.
- Teacher: an expert and holds a Bachelor’s Degree in the field.

I like the location that is really close to the station and it is in city, so you can hang out with friends after school. The students here are all have passion to study, so you can motivate each other. The school teachers are all nice and when you ask for help, they are always there for us. I think the friends I made here will be my friends forever.

CRICOS Course Code: 073467E

*For B1+ (Upper Intermediate) level students who need more than 6 in their IELTS test.
OTHER SERVICES
Other Services We Provide for You

Facilities
- Free Student Wi-Fi
- Student Lounge (MIT Cafe) (Microwave, Refrigerator, Kitchen, Coffee Pot)
- Computer Lab (Windows Computer, DVDs)

Services
- Academic Support and Counselling
- Student ID Card
- Accommodation Placement
- Discounted Access to SMSA Library
- Cafe Tramezzini Student Discount

STUDENT ID CARD + CAFÉ DISCOUNT
MIT cardholder can receive a cup of coffee (small size only) for a discount price ($2.50) at our dedicated partner “Cafe Tramezzini”. This offer is for a limited time and conditions apply.

SOCIAL EVENTS
MIT Institute offers excursions as part of external activities including visits to Sydney Aquarium, Powerhouse Museum, Hyde Park, New South Wales Art Gallery, Taronga Zoo among other locations. Our excursions have been very popular with all students who appreciate the opportunity to explore Sydney. Teachers and students also celebrate special days and public holidays together, such as Halloween and Christmas to increase cultural awareness.
# Cancellation Fee

All students must follow the school Cancellation Policy, a copy of which is attached hereto under the heading “Cancellation and Refund Policy”. A copy of the policy is also available from the front office. If you are enrolled for 24 weeks or more, you are only liable to pay for up to 50% of the whole tuition fee prior to the commencement of the first course. After that, you will be liable to pay the remaining 50% of the whole tuition fee by no earlier than 2 weeks before the commencement of the second half of your enrolment.

If you wish to cancel your course, you need to do so in writing. The following is the table of cancellation fees you are liable to pay by reference to the percentage of the tuition fees paid per term:

<table>
<thead>
<tr>
<th>COURSE</th>
<th>Cancellation fee charged to you as a percentage of the course tuition fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>If you give written notice to cancel your course less than 28 days before the commencement date of your course.</td>
<td>20%</td>
</tr>
<tr>
<td>If you give written notice to cancel your course less than 14 days before the commencement date of your course.</td>
<td>50%</td>
</tr>
<tr>
<td>If you give written notice to cancel your course after the commencement date of your course.</td>
<td>100%</td>
</tr>
</tbody>
</table>

# Accommodation (Share Accommodation)

<table>
<thead>
<tr>
<th>Accommodation (Share Accommodation)</th>
<th>Cancellation fee charged to you as a percentage of the accommodation fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>If you give written notice to cancel your accommodation arrangements with 3 weeks before the commencement date of your arranged accommodation.</td>
<td>No charges will be applied</td>
</tr>
<tr>
<td>If you give written notice to cancel your accommodation arrangements less than 14 days before the commencement date of your arranged accommodation.</td>
<td>$350</td>
</tr>
<tr>
<td>If you give written notice to cancel your accommodation arrangements less than 72 hours before the commencement date of your arranged accommodation.</td>
<td>2 weeks’ accommodation</td>
</tr>
<tr>
<td>If you give written notice to cancel your accommodation arrangements after the commencement date of your arranged accommodation.</td>
<td>100%</td>
</tr>
</tbody>
</table>

Share accommodation - Booking cancellation (VISA Refusal) - A fee of $350 will be charged if the booking is cancelled within 72 hours of arrival. The visa refusal documentation from the immigration department must be shown in order to avoid the charge of 2 weeks’ rent and the placement fee.

# Accommodation (Home Stay, General)

<table>
<thead>
<tr>
<th>Accommodation (Home Stay, General)</th>
<th>Cancellation fee charged to you</th>
</tr>
</thead>
<tbody>
<tr>
<td>If you give written notice to cancel your accommodation arrangements with 3 weeks prior to arrival.</td>
<td>No charges will be applied</td>
</tr>
<tr>
<td>If you give written notice to cancel your accommodation arrangements within 3 weeks prior to arrival.</td>
<td>100%</td>
</tr>
</tbody>
</table>

# Visa

MIT Institute is not responsible for your visa. It is your responsibility to arrange your own visa and adhere to conditions linked to your type of visa.

# Enrolment Fee

The enrolment fee, accommodation arrangement fee, and airport pick-up fee are not refundable under any circumstances.

# Expenses & OSHC

Your expenses, including overseas student insurance, are not included in the fees quoted. It is your responsibility to obtain your own insurance. If you have a student visa, you can apply for Overseas Student Health Care (OSHC) on this form. You are strongly advised to obtain your own insurance even when it is not compulsory for your visa. In the event that your insurance company makes changes to the OSHC charges, the school might request a payment for the difference.

# Your obligations as a student visa holder

The required weekly hours of the course is 20 hours. You must (by law):

- Inform the school of your current contact details;
- Maintain a minimum of 80% attendance over your whole course;
- Make satisfactory academic progress;
- Hold an OSHC health care cover insurance, which you can apply for via the school, or arrange it yourself;
- Agree that personal information such as your address, course details and passport number, is accessible by the Department of Immigration and Border Protection (“DIBP”).

# Refunds

All students must follow the school Refund Policy, a copy of which is attached hereto under the heading “Cancellation and Refund Policy”. A copy of the policy is also available from the front office. Fees other than tuition fees and accommodation fees are not refundable. These non-refundable fees include: enrolment fees, accommodation arrangement fees, and airport pick-up fees.

Your tuition fees cannot be transferred to another person or institution. However, they may be transferred to another course within MIT Institute. If you have a student visa, there may be visa restrictions on the courses you can transfer to. DIBP will be notified and a new EOI (Confirmation of Enrolment) may be required.

# All applications for refunds must be made in writing to the Managing Director, as soon as possible after the incident which leads to the refund request.

All refunds are made in Australian dollars and will be made within 20 days of receipt of the written request for refund.

If the refund method incurs bank fees or charges (e.g. by bank draft or electronic transfer charged by the financial institutions) the bank fees will be deducted from the refund amount. Also, refunds will not include any amount that MIT Institute has paid or owes to any organisation outside MIT Institute in relation to your course (e.g. commission to your agent).
### OTHER FEE

Following is a schedule of other fees and cost for which you will be liable to pay depending on the particular circumstance applicable to you as chosen by you:

<table>
<thead>
<tr>
<th>Enrolment Fee</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Any Visa</td>
<td>$200</td>
</tr>
<tr>
<td>Material Fee</td>
<td></td>
</tr>
<tr>
<td>2-4 weeks</td>
<td>$60</td>
</tr>
<tr>
<td>5-10 weeks</td>
<td>$100</td>
</tr>
<tr>
<td>11-15 weeks</td>
<td>$125</td>
</tr>
<tr>
<td>16-25 weeks</td>
<td>$150</td>
</tr>
<tr>
<td>26-35 weeks</td>
<td>$225</td>
</tr>
<tr>
<td>36+ weeks</td>
<td>$250</td>
</tr>
</tbody>
</table>

**Overseas Students Health Cover**

| Single | $40/month  |

*The fee may be subject to change.*

*Overseas Students Health Cover (OSHC) is compulsory for all student visa holders. It should cover your whole stay in Australia, not just your course duration. If you organise your own OSHC, you must provide evidence to DIBP before you come to Australia.

### ACCOMMODATION

<table>
<thead>
<tr>
<th>Home Stay</th>
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</thead>
<tbody>
<tr>
<td>Arrangement Fee</td>
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<tr>
<td>Single room (Adult)</td>
<td>$285/w</td>
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<tr>
<td>Airport Pick up</td>
<td>$121</td>
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</table>

<table>
<thead>
<tr>
<th>Share House</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Arrangement Fee*</td>
<td>$209</td>
</tr>
<tr>
<td>Key Deposit*</td>
<td>$350 (Refundable)</td>
</tr>
<tr>
<td>Single room</td>
<td>$340/w</td>
</tr>
<tr>
<td>Twin room</td>
<td>$290/w</td>
</tr>
<tr>
<td>Airport Pick up</td>
<td>$71.50</td>
</tr>
</tbody>
</table>

*Please note that the key deposit ($350) must be paid on arrival.

### CALENDAR 2017

<table>
<thead>
<tr>
<th>JANUARY</th>
<th>FEBRUARY</th>
<th>MARCH</th>
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<tbody>
<tr>
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**Week1 Start Day**  **Test Week**  **Public Holiday (NSW)**  **Christmas Holidays**