

SECTION 1

Student Details

Given Name(s)

Surname/Family Name

Gender ☐ Male ☐ Female **Date of Birth** dd / mm / yyyy

Telephone/Mobile Number

Email

(Email address must be provided)

Emergency contact details - Australia

Name **Mobile**

Relationship ☐ Parent ☐ Partner ☐ Relative ☐ Friend ☐ Other

Emergency contact details - Home country

Name **Mobile**

Relationship ☐ Parent ☐ Partner ☐ Relative ☐ Friend ☐ Other

SECTION 2

Accommodation

Do you want Greenwich College to arrange your accommodation?

☐ No (Go to SECTION 3 and 5) ☐ Yes (Please complete the following)

☐ **Homestay Accommodation** (Placement Fee \$280)

☐ Single \$310pw ☐ Twin share* \$270pw

*Twin share is only available for 2 students booking at the same time. It is subject to availability at the time of request.

☐ **Share Accommodation** (Placement Fee \$209. Minimum of 4 weeks booking applies. Airport transfer is compulsory Sydney Fee \$71.50 / Melbourne Fee \$150. Please note that the key deposit \$350 must be paid on the arrival. Weekly price based on 4 week bookings)

☐ **Cozzystay Accommodation - Premium**



Sydney

☐ Single from \$340pw
☐ Double/Twin from \$220pw

Melbourne

☐ Single from \$350pw
☐ Double/Twin from \$220pw

Start Date dd / mm / yyyy

Arrival Time am/pm

Accommodation duration

☐ 4Weeks ☐ 8Weeks ☐ 12Weeks ☐ Other (minimum 4 weeks)

Do you want Greenwich College to arrange your Airport Transfer?

SECTION 3

Airport Transfer

☐ No (Go to SECTION 5) ☐ Yes (Please complete the following)

Arrival Date dd / mm / yyyy

Arrival Time am/pm

Airline **Flight No.**

☐ Airport Transfer only for Homestay Accommodation (Cost \$165)

☐ Airport Transfer + Share Accommodation compulsory Package
(Sydney Fee \$71.50 / Melbourne Fee \$150)

SECTION 4

Accommodation Special Needs

What languages do you speak

Do you suffer from any medical conditions?

Asthma ☐ No ☐ Yes **Diabetes** ☐ No ☐ Yes

Epilepsy ☐ No ☐ Yes **Other** _____

Do you smoke? ☐ No ☐ Yes (You will not be allowed to smoke inside)

Do you follow a special food diet? ☐ No ☐ Yes (Please describe)

Would you accept a Homestay family with pets? ☐ No ☐ Yes

Would you accept a Homestay family with children? ☐ No ☐ Yes

Additional comments

SECTION 5

Declaration

I declare that all information provided in this application form is correct and that I have read and understood, and agree to be bound by the Terms and Conditions contained within this document.

Signature of Applicant

dd / mm / yyyy
Date

Representative Details

You must provide this information (including your arrival details) at the time of application, or a minimum of 14 days prior to arrival date.

Terms and Conditions

1. All accommodation and airport transfer requests must be made on the Accommodation and Airport Transfer Application Form
2. Accommodation and airport transfer requests will only be processed by Greenwich College upon receipt of full payment and final confirmation of your arrival details. Greenwich College cannot guarantee that any accommodation and/or airport transfer requests will be met unless full payment and arrival details are received a minimum of 14 days prior to your arrival date
3. Greenwich College will endeavour to place you in accommodation that best matches your request, however, accommodation is subject to availability and Greenwich College cannot guarantee that such requests can be met
4. You are required to give a minimum of 14 days' notice to Greenwich College before moving out of and/or changing your arranged accommodation. Additional fees may apply
5. If you wish to extend your accommodation arrangements (subject to availability) then accommodation fees for the duration of the extra stay must be paid in advance
6. You are required to live in accordance with the guidelines set by the accommodation provider. Contact Greenwich College for a copy of the guidelines
7. Accommodation and airport transfer fees are subject to the Cancellation and Refund Policy
8. Students with **flights arriving later than 23:30(PM)** will need to book a hotel and check-in on the following morning in the homestay. Airport pick-up service remains unchanged.

CANCELLATION AND REFUND POLICY - STUDENT DEFAULT

1. If you cancel your accommodation more than 14 days prior to the accommodation commencement date, Greenwich College will refund all accommodation fees paid
2. If you cancel your accommodation between 14 days and 7 days prior to the accommodation commencement date, Greenwich College will refund 50% of accommodation fees paid
3. If you cancel your accommodation booking less than 7 days prior, on or after the accommodation commencement date, Greenwich College will charge a cancellation fee equivalent to 4 weeks accommodation or 100% of accommodation fees paid if less than 4 weeks
4. If you cancel your airport transfer more than 7 days prior to the requested airport transfer date, Greenwich College will refund all airport transfer fees paid
5. If you cancel your airport transfer 7 days or less prior to the airport transfer date or if you fail to arrive at the specified date and time, no refund of airport transfer fees paid will be given
6. In all cases under the Cancellation and Refund Policy the credit card transaction fee and accommodation placement fee are non-refundable
7. All other fees are subject to the Cancellation and Refund Policy

CANCELLATION AND REFUND POLICY - COLLEGE DEFAULT

1. Where Greenwich College defaults a refund, of the portion of accommodation fees paid but for which accommodation has not yet been received, will be paid within 14 days of the date of default
2. Where Greenwich College defaults, a refund of the unexpended airport transfer fees paid will be paid within 14 days of the date of default
3. If you receive an airport transfer and subsequently Greenwich College defaults, no refund whatsoever will be given
4. In all cases under the Cancellation and Refund Policy the credit card transaction fee and accommodation placement fee are non-refundable
5. All other fees are subject to the Cancellation and Refund Policy



HOMESTAY ACCOMMODATION

Homestay Placement Fee	\$280 (Non-refundable)		Compulsory
Airport Transfer Fee	\$165 (One way)		Optional
Homestay Fee	\$310 pw Single room Includes accommodation, breakfast and dinner 7 days, and lunch on weekends	\$270 pw Twin share room Includes accommodation, breakfast and dinner 7 days, and lunch on weekends (price is per person based on twin share room)	<ul style="list-style-type: none"> • Please note that homestay providers may charge a fee for internet access. • Twin share homestay is only available for 2 students booking at the same time.

SHARE ACCOMMODATION

Share Accommodation Placement Fee	\$209 (Non-refundable)		Compulsory
Airport Transfer Fee	• Sydney Fee \$71.50 (One way) • Melbourne Fee \$150 (One way)		Compulsory
Share Accommodation Fee	Premium Cozy Stay Accommodation Single: From \$340 pw Twin: From \$220 pw	Standard Matilda Accommodation Single: From \$340 pw Twin: From \$200 pw	<ul style="list-style-type: none"> • Key deposit on arrival \$350 • Prices based on 4 week bookings • Meals are not provided • Access to kitchen and laundry facilities • Wi-fi and bed linen Included



	4 WEEKS	8 WEEKS	12 WEEKS	4 WEEKS	8 WEEKS	4 WEEKS
PREMIUM SHARED ACCOMMODATION	Sydney			Melbourne		
Single room	\$340	\$335	\$330	\$350	\$345	\$340
Double/twin room	\$220	\$215	\$210	\$220	\$215	\$210
Placement fee	\$209	\$209	\$209	\$209	\$209	\$209
Airport transfer	\$71.5	\$71.5	Free	\$150	\$150	Free
Save with long stay bookings		\$40	\$191.5		\$40	\$341.5



	4 WEEKS	8 WEEKS	12 WEEKS	4 WEEKS	8 WEEKS	4 WEEKS
STANDARD SHARED ACCOMMODATION	Sydney			Melbourne		
Single room	\$340	\$335	\$330	\$350	\$345	\$340
Double/twin room	\$200	\$195	\$190	\$200	\$195	\$190
Triple room				\$190	\$185	\$180
Placement fee	\$209	\$209	\$209	\$209	\$209	\$209
Airport transfer	\$71.5	\$71.5	Free	\$150	\$150	Free
Save with long stay bookings		\$40	\$191.5		\$40	\$341.5

ADDITIONAL SERVICES		Sydney	Melbourne
Extra Services	Blanket (Purchased)	\$40	\$40
	Heater (Rented)	\$5	\$5
	Fan (Rented)	\$5	\$5
Airport transfer	Extra Luggage	\$35	\$35
	Airport Transfer - One way	\$121	\$150