



The Best Path to Your Success

**IESC**

International Education Specialist College Pty Ltd T/A IESC  
ABN: 35 603 027 470 RTO No.: 45999 CRICOS Provider No.03421K  
Address: Level 5, 140 Elizabeth St. Sydney, NSW 2000  
Tel: +612 8068 4336  
E-mail: [admin@iesc.nsw.edu.au](mailto:admin@iesc.nsw.edu.au)

## International Education Specialist College Pty Ltd Trading as IESC Application Form

### Instructions for The Student:

Please complete the application form in English and print clearly.

Please send completed application to Student support services

[studentservice@iesc.nsw.edu.au](mailto:studentservice@iesc.nsw.edu.au)

The College designated member of staff to be the official point  
of contact for students between 9:00 to 16:00 From Monday and Friday:

**Name:** Ms. Lou Sinchai

**Email:** [studentservice@iesc.nsw.edu.au](mailto:studentservice@iesc.nsw.edu.au)

**Ph:** 02 80684336

### Part A. Student and Course Selection Information

#### A1. Student personal details

Title: Mr. /Mrs./Ms./ Miss.....Family Name.....

Given Name.....

Gender [ ☐ ] Male [ ☐ ] Female [ ☐ ] Other Date of Birth ..... / ..... / ..... Nationality.....

Passport NO.: .....Country of Issue: ..... Expired date on...../...../.....

#### Contact Details:

Are you currently in Australia? [ ☐ ] Yes [ ☐ ] No - my expected arrival date is ...../...../.....

#### Overseas Address (required)

Unit number/ Street number..... Street name.....

Suburb, Locality or Town ..... State/Province.....Postcode.....

Mobile..... Email.....

#### Address in Australia (if applying onshore only)

Unit number/ Street number..... Street name.....

Suburb, Locality or Town ..... State/Province.....Postcode.....

Mobile..... Email.....

#### Who should we contact in an emergency

Name ..... Relationships ..... Mobile .....

Address .....

Email.....

#### Language and Cultural Diversity

In which country were you born? [ ☐ ] Australia [ ☐ ] Other –please  
specify.....

Are you of Aboriginal or Torres Strait Island Origin? [ ☐ ] Yes [ ☐ ] No

Do you speak a language other than English at home? [ ☐ ] No, English only [ ☐ ] Yes, other Please Specify.....

### Disability

Do you consider yourself to have a disability, impairment or long-term condition?

☐ Yes. Please provide details .....

☐ No.

### Schooling and Previous qualifications achieved

What is your highest COMPLETED school/qualification level?

- ☐ Year 12 or equivalent  
☐ Year 11 or equivalent  
☐ Year 10 or equivalent  
☐ Year 9 or equivalent  
☐ Year 8 or below  
☐ Never attended school

- ☐ Bachelor degree or higher degree  
☐ Advanced diploma or associate degree  
☐ Diploma (or associate diploma)  
☐ Certificate IV (or advanced certificate/technician)  
☐ Certificate III (or trade certificate)  
☐ Certificate II  
☐ Certificate I  
☐ Other education (including certificates or overseas qualifications not listed above)

Are you currently studying in Australia? [ ] Yes [ ] No

If yes, please complete the details below and provide a copy of your currently held electronic Confirmation of Enrolments (COE).

Institution Name:	
Course:	
Date Started: DD/ MM/ YYYY	End Date: DD/ MM/ YYYY

Will you be continuing your studies in Australia at a vocational or Higher Education level? ☐ Yes ☐ No

Institution Name:	
Course:	
Start Date: DD/ MM/ YYYY	

### Employment

Which BEST describes your current employment status?

- ☐ Full-time employee  
☐ Part-time employee  
☐ Self-employed – not employing others

- ☐ Self-employed – employing others  
☐ Employed – unpaid worker in a family business  
☐ Unemployed – seeking full-time work  
☐ Unemployed – seeking part-time work  
☐ Not employed – not seeking employment

### Study reasons

Of the following categories, which BEST describes your main reason for undertaking this course/traineeship/apprenticeship (Tick **ONE** box only)

- ☐ To get a job  
☐ To develop my existing business  
☐ To start my own business  
☐ To try for different career  
☐ To get a better job or promotion

- ☐ It is a requirement of my job  
☐ I require extra skills for my job  
☐ To get into another course of study  
☐ For personal interest  
☐ For self-development  
☐ Other reasons

Where did you hear about us? .....

### AGENT INFORMATION & DECLARATION (if applicable)

- I have provided all relevant and required information to the applicant to enable them to make an informed decision about their chosen course
- I am satisfied that to the best of my knowledge the applicant has genuine intentions to complete this program and has the financial capacity to pay for the course and living expenses for the duration of the course
- I am aware that there are implications to IESC and my agency where a student's visa is refused because they do not meet Genuine Student Test (GST) requirement by signing this form, I am stating that I understand the declarations above and that as far as I am aware the applicant is genuinely committed to complete the course.

Agent Name or Stamp : .....

Signature: .....

Date: .....

## Pre-Enrolment Information for Students

<https://www.iesc.nsw.edu.au/information-for-students/>

### HOW TO ENROL - Enrolment procedures 18 years of age and older

Step 1	Student sends IESC	A completed and signed Application Form
Step 2	IESC sends Student	A Letter of Offer & Written Agreement (LOO) is created based on information provided in the Application Form.
Step 3	Student sends IESC	<ul style="list-style-type: none"> <li>The LOO for signing</li> <li>Advise that they have paid the amount designated in the LOO</li> </ul>
Step 4	IESC sends Student	A Confirmation of Enrolment (COE) for each enrolled course

### BOOKING AIRPORT TRANSFER

Student notifies IESC that the required airport pickup at the time of application and make accommodation payment after Offer Letter is issued. Once money has been received it is the student's responsibility to advise IESC of their flight details and arrival times at least 48 hours before arrival. If advice is given after this, or the student misses their flight or connecting flight and does not advise IESC via email immediately, IESC will charge a \$100 late accommodation notification fee on top of the amount already paid for the pickup.

### COST OF LIVING IN AUSTRALIA

International students seeking a student visa are required to demonstrate and/or declare that they have access to sufficient funds to live for the duration of their student visa. Indicative amounts change according to the economic conditions prevalent in Australia. As of July 1<sup>st</sup> 2025, yearly amounts are student AUD \$29,710; partner/spouse AUD \$10,394; child AUD \$4,449. <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500>

### SCHOOL-AGED DEPENDANTS

Accompanying students to Australia will be required to enroll at school and pay full fees if they are enrolled in either a Government or non-Government school.

### OVERSEAS STUDENT HEALTH COVER (OSHC)

OSHC is compulsory health insurance for students on a student visa. The insurance is valid (and must be paid to include) the period from the first day you arrive in Australia until the end of your student visa. It covers GP and hospital care, some prescription medicines & emergency ambulance.

### PERIOD OF COVER

#### Start date

For applicants outside of Australia, the student should have OSHC that begins on or before the date of their visa grant. If you are granted your student 500 visa and you enter into Australia on a date that is before the date your health insurance kicks in, you will be in breach of Condition 8501 which will make you liable for visa cancellation and hurt your visa history.

#### End date

The end date for OSHC should be until the end of the visa holders' intended full period of study. In the situation where the student is taking on a packaged course, the end date for their OSHC should be at the end of their entire packaged or combined course.

### VISAS AND OVERSEAS STUDENT COVER (OSHC)

Do you hold a current Australia visa?	<input type="checkbox"/> Yes Visa Type.....	<input type="checkbox"/> No
Where will you lodge your student visa application?	<input type="checkbox"/> In Australia	<input type="checkbox"/> Outside Australia
Have you been refused a visa from any country including Australia for any reason?	<input type="checkbox"/> Yes. Please give reason for refusal .....	<input type="checkbox"/> No
Do you have OSHC Cover?	<input type="checkbox"/> Yes. Provider.....	<input type="checkbox"/> No
If no, do you want IESC to arrange your OSHC?	<input type="checkbox"/> Yes.	<input type="checkbox"/> No
If yes, choose cover type:	<input type="checkbox"/> Single <input type="checkbox"/> Couple* <input type="checkbox"/> Family*	*Couple and Family Cover: Please attach passport copies of all partners and family members



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## A2. ELICOS Course Selection Details

Select course	Start date / number of weeks applied for	ELICOS Course	Course Duration	Tuition Fee(A\$)
[ ]	___ / ___ / ___ Enroll ___ weeks	High School Preparation (HSP) 094311G	1 - 40 weeks	\$ 450 / week
[ ]	___ / ___ / ___ Enroll ___ weeks	General English (GE) 087718J	1 - 40 Weeks	\$ 400 / week
[ ]	___ / ___ / ___ Enroll ___ weeks	English for Academic Purposes (EAP) 087719G	1 - 20 Weeks	\$ 400 / week

**Note** (Break / special request): \_\_\_\_\_

### COURSES CHOICES

Start Date: \_\_\_\_\_

General English (GE): 087718J / English for Academic Purposes (EAP): 087719G / High School Preparation (HSP): 094311G		
Course 1	<input type="radio"/> General English (GE): 087718J <input type="radio"/> English for Academic Purposes (EAP): 087719G <input type="radio"/> High School Preparation (HSP): 094311G	
Study Duration	<input type="checkbox"/> 10 weeks <input type="checkbox"/> 20 weeks <input type="checkbox"/> 30 weeks <input type="checkbox"/> 40 weeks <input type="checkbox"/> Other	<input type="checkbox"/> Other
Break Duration	<input type="checkbox"/> No Study break <input type="checkbox"/> 4 weeks <input type="checkbox"/> Other	<input type="checkbox"/> Other
Course 2	<input type="radio"/> General English (GE): 087718J <input type="radio"/> English for Academic Purposes (EAP): 087719G <input type="radio"/> High School Preparation (HSP): 094311G	
Study Duration	<input type="checkbox"/> 10 weeks <input type="checkbox"/> 20 weeks <input type="checkbox"/> 30 weeks <input type="checkbox"/> 40 weeks <input type="checkbox"/> Other	<input type="checkbox"/> Other
Break Duration	<input type="checkbox"/> No Study break <input type="checkbox"/> 4 weeks <input type="checkbox"/> Other	<input type="checkbox"/> Other
Course 3	<input type="radio"/> General English (GE): 087718J <input type="radio"/> English for Academic Purposes (EAP): 087719G <input type="radio"/> High School Preparation (HSP): 094311G	
Study Duration	<input type="checkbox"/> 10 weeks <input type="checkbox"/> 20 weeks <input type="checkbox"/> 30 weeks <input type="checkbox"/> 40 weeks <input type="checkbox"/> Other	<input type="checkbox"/> Other
Break Duration	<input type="checkbox"/> No Study break <input type="checkbox"/> 4 weeks <input type="checkbox"/> Other	<input type="checkbox"/> Other

### ENGLISH LANGUAGE PROFICIENCY

How would you describe your level of English?

- ☐ Beginner  
☐ Elementary  
☐ Pre-intermediate  
☐ Intermediate Upper-intermediate  
☐ Advanced

Have you completed a recognized English language test in the past two years? (e.g. IELTS, PTE)

- ☐ Yes, attach a copy of test results  
☐ No



Select Course	Course Indicative Course Fee	CRICOS	Duration	Fee Detail
<input type="checkbox"/> High School Preparation (HSP)		094311G	1 - 40 Weeks	\$ 450 / week Tuition Fee + \$200 Application Fee
<input type="checkbox"/> General English (GE)		087718J	1 - 40 Weeks	\$ 400 / week Tuition Fee + \$200 Application Fee
<input type="checkbox"/> English for Academic Purposes (EAP)		087719G	1 - 20 Weeks	\$ 400 / week Tuition Fee + \$200 Application Fee

**ENGLISH LANGUAGE LEARNING GOALS**

You must complete this section

Please write about why you want to study an English course.

**General English**

Course duration: Total of 40 weeks Study: 5 to 40 weeks	Levels: • Elementary 10 weeks • Pre-Intermediate 10 weeks • Intermediate 10 weeks • Upper-Intermediate 10 weeks	*Sample Class schedule:  Monday to Friday 8:30 am to 12 :45pm  Monday to Friday 13:00 pm to 17:30 pm  Monday to Friday 18:00 pm to 22:15 pm
Study load: 20 class hours/week		

Entry requirements:  
There are no English language level or academic requirements for this course

**ENGLISH FOR ACADEMIC PURPOSES (EAP)**

Course duration: Total of 20 weeks Study: 5 to 20 weeks	Levels: • EAP1 10 weeks • EAP2 10 weeks	*Sample Class schedule:  Monday to Friday 8:30 am to 12 :45pm  Monday to Friday 13:00 pm to 17:30 pm  Monday to Friday 18:00 pm to 22:15 pm
Study load: 20 class hours/week		Entry Requirements: IELTS 4.5 or equivalent

**HIGH SCHOOL PREPARATION (HSP)**

Course duration: Total of 40 weeks Study: 10 to 40 weeks	Levels: • Elementary 10 weeks • Pre-Intermediate 10 weeks • Intermediate 10 weeks • Upper-Intermediate 10 weeks	*Sample Class schedule: Morning shift Monday, Tuesday, Wednesday 8:30am to 3:30pm  and Thursday 8:30am to 2:30 pm
Study load: 25 class hours/week	Entry requirements: at least a Beginner level of English	

\* Please note the class timetable will be confirmed on arrival and during orientation.

<b>Compulsory Orientation:</b>	<b>Date:</b> The Monday Time: 8:30 am ; <b>Location:</b> Level 5, 140 Elizabeth St. Sydney NSW 2000 All students need to bring their passport, copy of CoE, VISA and original copies of documents on the first day of orientation
<b>Location(s):</b>	Classroom training: Level 5, 140 Elizabeth St, Sydney, NSW, 2000
<b>Mode of Study:</b>	This course will be delivered face -to-face classes at IESC's location.
<b>SATISFACTORY ATTENDANCE AND COURSE</b>	Students can begin any course on any Monday throughout the academic year. Students are tested upon commencement at IESC and placed in the appropriate level. IESC courses and course levels are all 10 weeks in duration. Student can move to a higher course level if they meet course requirements: • They have completed 10 weeks of a course/ course level



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<b>PROGRESS</b>	<ul style="list-style-type: none"> <li>They demonstrate satisfactory course progress</li> <li>The demonstrate minimum attendance requires of no less than 80% attendance</li> </ul>
<b>Attendance Requirements</b>	<p>A condition of a student visa is having satisfactory course attendance. IESC will record a student's attendance for all contact hours of each course in which they are enrolled. Each Confirmation of Enrolment a student is issued represents one course. IESC deems a student's attendance to be unsatisfactory if they do not attend 80% of their total course class hours. Students have demonstrated unsatisfactory attendance if attendance falls below 80%. Students are expected to attend 100% of the course. IESC will notify students of its intention to report them to DHA for breach of student visa conditions. Students have the option to appeal IESC's decision to report for unsatisfactory attendance.</p>
<b>Course Progress Requirement</b>	<p>A condition of a student visa is maintaining satisfactory course progress. Students demonstrate they are making satisfactory course progress by their performance in regular tests. All tests, in all courses, are based on material taught in class in that particular week. The EAP and HSP courses also include assignments as a part of the student's assessment. IESC deems a student's course progress to be unsatisfactory if they do not pass the required number of assessments as determined by each course's progress requirements. If a student demonstrates unsatisfactory course progress, IESC will notify students of its intention to report them to DHA for breach of student visa conditions. Students have the option to appeal IESC's decision to report for unsatisfactory course progress.</p>
<b>COMPLAINTS AND APPEALS</b>	<p>IESC has a process in place for students to register complaints and to appeal decisions made that can affect their student visa. If a student is advised that IESC intends to report them to the Australian Government for misconduct, breach of student visa conditions or non-payment of fees, they can access IESC's internal appeals process to review this decision. If the decision made by IESC is upheld, the student may choose to access an external appeals process by contacting the Commonwealth Ombudsman. Only after the Ombudsman upholds the decision will IESC notify the Australian government, and a Section 20 breach notice will be sent to the student and/or their legal guardian via email. NOTE: If a student is under 18 years of age, that student's legal guardian and/or parents will be invited to participate in all discussions with students about course progress/attendance; the deferral, suspension or cancellation of that student's course; or a complaint/appeal by that student.</p>
<b>Study Periods:</b>	Each term is a 'study period'
<b>Pre-requisite Requirements</b>	There are no pre-requisites for this course
<b>Conditions</b>	<p>You are expected to provide the following for the duration of the course:</p> <p>Tablet or a laptop with suitable software, e.g., powerpoint, word and excel (Bring Your Own Device) compatible with Australian power.</p>
<b>Recognition of Prior Learning or Credit Transfer:</b>	No Recognition of Prior Learning or Credit Transfer is available for ELICOS Courses

Please make your payment in Australian Dollar by Credit Card or Telegraphic Transfer.

No obligation is created on IESC until the College has accepted the Written Agreement, funds have been cleared by IESC bank, and an official receipt is issued by IESC.

IESC will not be responsible for any monies paid to an agent or third party.

Account Name:	International Education Specialist College Pty Ltd
Bank Name:	Commonwealth Bank
Bank Address:	George & Market ST, Sydney, Australia
Branch Number (BSB):	062005
Account Number:	11187520
SWIFT Code:	CTBAU2S

### Declaration:

I declare that the information I have provided on this Application Form is true and correct. I also declare that I have read and understood the information provided in this form.

Parent/Guardian Signature.....Date:...../...../..... (if applicant is under 18 years old)

Applicant Signature ..... Date ..... / ...../.....

Accepted by International Education Specialist College Pty Ltd T/A IESC

Signed .....Date:...../...../.....

Name of the person accepting the application.....