

TRISTAR AVIATION



APPLICATION FOR ADMISSION AS AN INTERNATIONAL STUDENT

How to Apply

Please read instructions carefully

(NOTE): All applicants must be over 18 years of age at time of enrolment.

1. The Application Form is attached to this page.
2. Complete the Application Form and Agreement (Terms and Condition of Enrolment for International Students).
3. Include enrollment application fee. Your application will not be processed if the fee is not paid.
4. When Tristar Aviation receives the above application form, it will be assessed and a Confirmation of Acceptance or a letter of rejection will be forwarded to you.
5. On receipt of your eCoE, you must then proceed with your student visa application at the Australian High Commission, Consulate or Embassy in your home country.

Terms and Conditions of Enrolment

Full fee-paying international students are required to:

1. Study on a full-time basis (minimum 20hrs per week).
2. Comply with the visa regulation that at least 80% attendance must be maintained. Tristar Aviation is required to notify the Immigration authorities of unsatisfactory attendance (below 80%) This may result in the termination of the visa.
3. Have adequate English Language proficiency for the selected course. You must be able to read, write and understand both written and spoken English. Provide proof of formal English study or complete an English proficiency exam. IELTS or TOFEL and have a pass of 5.5 or an equivalent. This requirement will depend on the country that you are from.
4. Have sufficient funds to pay course fees and living expenses.

14 Northern Avenue. Moorabbin Airport, Mentone, Victoria, Australia, 3194
Phone: +61 3 9580 6200, Fax: +61 3 9580 7133 Email: info@tristaraviation.com.au
TRISTAR AVIATION Co. Pty Ltd ACN 061 212 520 ABN 76 061 212 520
CRICOS 01933B RTO No.22509



5. **Fee Payment:** All accounts are invoiced weekly and payment is required on receipt of invoice for services supplied.
It is a requirement of your student visa that your course fees be paid on time. Tristar Aviation is required to notify the Immigration authorities of unsatisfactory payment of course fees, This may result in the termination of the visa.

6. **Refund Policy:** Due to the fact that no monies are paid in advance a refund policy is not required. There would only be a refund on payments made for services not supplied and this would be payable within two weeks.

There would on be no refund if a student withdraws from course.

7. **Transfer to another Institution:** Applications for transfers must be made in writing to Tristar Aviation stating reasons and a copy of the acceptance letter from the new Provider must be attached.

8. **Provider Default:** In the case that Tristar Aviation Company Pty Ltd defaults on the provision of this course then an alternative provider with whom the provider has a written credit transfer agreement with.

This provider agrees to give full recognition for that part of the course provided by the original provider (Tristar Aviation) for admission to an alternative course for no extra cost to the student for that part of the course already paid for.

If the course does not start on the agreed date at the fault of the provider then an alternative date will be applied for with no penalty to the student.

This agreement does not remove the right to take further action under Australia's consumer protection laws nor to pursue other legal remedies

Note: Tristar Aviation will not be responsible for any monies given to any Institute representative or agent in the form of cash or cheque that are not made payable to Tristar Aviation Company Pty Ltd.

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INTERNATIONAL STUDENT ENROLMENT FORM

PERSONAL DETAILS		
Family Name: (as shown in passport)	First Name:	Middle Name:
Date of Birth:	Age:	Sex: Male/Female
Residential Address in your home country:		
Contact details in your home country:		
Home Phone:	Mobile:	
Residential Address in Australia:		
Contact details in Australia:		
Home Phone:	Mobile:	
Email address:		
Country of Birth:	Nationality:	
Passport Number:	Passport Expiry Date:	
Visa Type:		
DIAC office where you will apply for a Student Visa (in Australia-City)		
If Outside of Australia		
Country:	City:	
Emergency contact in Australia:		
Name:	Phone number:	
Address:		
Relationship:		
Next of Kin in Home Country: (emergency contact in case of death or serious injury)		
Name:	Phone number:	
Address:		
Relationship:		

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ENGLISH LANGUAGE PROFICIENCY		
Is English your first language? (please tick box)	Yes	No
Do you have your ICAO 4.0 English Approval?	Yes	No
What is the approval number: (please attach a copy of the approval)		
IELTS Academic overall score:	TOEFL score:	
Please provide all relevant documents by completing checklist below (Please tick the box below)		
<input type="checkbox"/> 2 Passport size photographs <input type="checkbox"/> Completed and signed enrolment form attached <input type="checkbox"/> IELTS certificate <input type="checkbox"/> ICAO 4.0 English approval certificate (if applicable)		
Name of Local Doctor:		
Name of Health Fund:	OHSC Number:	
Do you have any medical conditions that may preclude you from obtaining an aviation medical approval for a "Commercial Pilots Licence"		
Please List:		
Are you applying for a RPL or Credit transfer <input type="checkbox"/> Yes <input type="checkbox"/> No. If Yes, please contact us for information about the relevant documentation and procedures required		
Airport transfer required on arrival in Australia <input type="checkbox"/> Yes <input type="checkbox"/> No. \$100 non refundable fee applies		
Do you require accommodation? <input type="checkbox"/> Yes <input type="checkbox"/> No.		

DECLARATION BY STUDENT:

I have read and understood the INFORMATION FOR INTERNATIONAL STUDENTS, including the **Refund Policy**. I understand that the information provided by me to Tristar Aviation may be made available to Commonwealth and State agencies and the fund manager of the ESOS Assurance fund, pursuant to obligations under the ESOS Act 2000 and the National Code. I certify that the information I have given on this form and the documentation supplied is correct.

Signed: _____ Date: _____

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Overseas Student Health Cover

Private Premium Price List

	Single	Family
1 Year	A\$362	A\$720
2 Years	A\$684	A\$1,368

It is an essential requirement of your student visa that you have adequate health cover while you are studying in Australia. You are required by law to pay for Overseas Student Health Cover (OSHC). If you do not have health cover (also called "health insurance") if you fail to meet your visa conditions and risk having your visa cancelled. OSHC helps pay for medical and hospital care should you become ill during your stay in Australia. Tristar Aviation preferred health care provider for Overseas Student Health Cover (OSHC) is Medibank Private. For information about overseas student health cover prices (premiums) and the services you will receive from Medibank Private OSHC, Please refer to the website: <http://www.medibank.com.au/Client/StaticPages/OSHCHome.aspx>

COURSE DETAILS

Aviation Course's and Fee Structure

Please tick which course you wish to enrol in.

- Commercial Pilot Licence Aeroplane 031285C
Course Cost: AUD \$ 55,945.00
Course Duration: 48 Weeks
- Commercial Pilot Licence and Multi Engine Instrument Rating 031286B
Course Cost: AUD \$ 82,684.00
Course Duration: 52 Weeks
- Multi Engine Instrument Rating 051668M
Course Cost: AUD \$ 26,739.00
Course Duration: 12 Weeks
- Flight Instructor Rating (Grade 3) 051667A
Course Cost: AUD \$ 16,725.00
Course Duration: 26 Weeks

Application Fee

A non refundable application fee of AUD \$ 1,000.00 and is to be paid with the course application.

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Payment of fees

Course fees will be invoiced at the completion of a flight or at the receipt of a product or commencement of a theory course. And are required to be paid within seven days on receipt of a statement

Accommodation/Meals/Transportation are at additional cost.
Increases in Fuel/Instructor Wages/Landing Fees will be passed on to Students.

Additional aircraft hourly rates are payable by you at the prevailing aircraft charge rates at the time additional training is undertaken.

Note: Additional Landing Fees & Air Navigation Charges will also be charged to students.

Account details for transfer of fees will be forwarded on your Enrolment Agreement.

Tuition fees must otherwise be paid in the form of a bank draft or bank cheque, and made payable to the College. Tristar Aviation is not responsible for any moneys paid to a third party.

Please note that whilst Tristar Aviation endeavours to keep fees to a minimum, your course fee may vary from time to time throughout the duration of your course. You will be notified of any change to course fee that impacts you.

Please note that students will not be referred for assessment by CASA for pilot's licences until such times as fees are fully paid. Late fees will incur a penalty of 2% per week on outstanding balances.

Fee Refunds

As fees are only collected in arrears, fees refund will not be necessary. The following refund policy is provided to meet the standards listed in the AQTF. The request for refund is made in writing to the Chief Executive Officer using Fee Refund Policy and Application.

If a visa application is rejected for a student applying for enrolment from offshore, then the tuition fees will be refunded in full provided that the rejection is certified. The administration fee (see Fee Schedule for current amount) will not be refunded.

If a student withdraws from a course a minimum of 28 days prior to the course start date, 80% of the semester tuition fee will be refunded. The administration fee (see Fee Schedule for current amount) will not be refunded.

If a student withdraws from a course less than 28 days before the course start date 50% of the semester tuition fee will be refunded. The administration fee (see Fee Schedule for current amount) will not be refunded.

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Payment Details

Students Name:		
Course/s to be undertaken:		
Name of Person Responsible for Account:		
Address of Payee:		
Phone Number:	Mobile:	Email:
Relationship to the Student:		

Payment of course application fee can be made by either of the following methods:

- Bank draft sent to Tristar Aviation Company Pty Ltd, 14 Northern Avenue, Moorabbin Airport, Mentone, Victoria Australia, 3194.

Please use one of our recognised banks in Melbourne, e.g. National Bank, ANZ Bank or Commonwealth Bank.

Or

- Straight into the Tristar Aviation Company Pty Ltd Overseas Students Trust Fund via telegraphic transfer to National Bank at National Australia Bank 445 Warrigal Road Moorabbin East 3189.

Bank Swift Code. **NATAAU3303M**
Branch No. **083-337**
Trust fund Account Number. **45 830 5607**

It will be necessary for you to advise us that the telegraphic transfer is on its way and the details of the bank of origin.

This Application should be sent to:

Chief Executive Officer
Tristar Aviation Company Pty Ltd
14 Northern Avenue
Moorabbin Airport
Mentone Vic 3194
AUSTRALIA

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