



KINGSWAY CHRISTIAN COLLEGE

Refund Policy for International Students (CRICOS Provider No. 01855M)

The Refund Policy for international students enrolled at Kingsway Christian College, is in accordance with the minimum specifications set by the Department of Education Services, as set out below.

This agreement does not remove the right to take further action under Australia's consumer protection laws.

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ADDITIONAL REFUND SPECIFICATIONS THAT PROVIDERS MUST OBSERVE		
<p><u>Institutions should consider more generous terms or conditions for its refunds to students</u>, however, registration requirements are such that institutions cannot claim any more than that set out in the following table</p> <p>Note: <i>For education services longer than 20 weeks, refunds must be calculated on the fees applicable to 20 weeks (a semester) as the maximum unit of time. Where the education service is less than 20 weeks, the refund should be calculated against the fees applying to that shorter education service.</i></p>		
EDUCATION SERVICE DURATION GREATER THAN 10 WEEKS		
Reason for Refund	Notification Period	Refund
Student's Application for a visa unsuccessful	Before semester/education service commences	Full refund (less maximum of \$230 for administrative expenses).
Student with a visa withdraws	More than 10 weeks before semester/education service commences	Full refund (less maximum of 10% or \$1000, whichever is the lesser, for administrative expenses).
	More than 4 weeks and up to 10 weeks before semester/education service commences	70% of a semester's fee
	4 weeks or less before semester/education service commences	40% of a semester's fees. (less maximum of 10% or \$1000, whichever is the lesser, for administrative expenses).
	After the fourth week	No refund is required
If a provider withdraws offer, fails to provide program offered or terminates an education service	Before semester/education service commences	Full refund (less maximum of \$230 for administrative
	After semester/education service commences	Refund, pro rata, the unearned portion of the semester's fee
If a provider withdraws a student from an education service because the student has seriously breached international student visa conditions or provider's rules	After semester/education service commences	No refund of the semester's fee and not less than 40% of fees applicable to a subsequent semester*

**This applies to a maximum of two semesters only. For example, a student who has paid for more than two semesters in advance and withdraws during semester 1 more than four weeks before the commencement of semester 2, would expect no refund of semester 1 fees, at least 40% of semester 2 fees and full refund of fees paid for any subsequent semester.*

EDUCATION SERVICE DURATION 10 WEEKS OR LESS		
Reason for Refund	Notification Period	Refund
Student's Application for a visa unsuccessful	Before semester/education service commences	Full refund (less maximum of \$230 for administrative expenses)
Student with a visa withdraws	More than 10 weeks before semester/education service commences	Full refund (less maximum of 10% or \$1000, whichever is the lesser, for administrative expenses)
	More than 4 weeks and up to 10 weeks before semester/education service commences	70% of a semester's fee
	4 weeks or less before semester/education service commences	No refund required
If a provider withdraws offer, fails to provide program offered or terminates an education service	Before semester/education service commences	Full refund (less maximum of \$230 for administrative expenses unless offer had been based on incorrect information from the student, then provider can retain up to \$600)
	After semester/education service commences	Refund, pro rata, the unearned portion of 55% of the semester's fee.
If a provider withdraws a student from an education service because the student has seriously breached international student visa conditions or provider's rules	After semester/education service commences	No refund required.