

Document Name - International Application Form

Le' Culinaire Hospitality Institute

RTO# 45326 / CRICOS# 03667K /ABN 66 615266790 P: +61 02 9211 3945 E: admin@leculinaire.com.au A: 424 Harris Street Ultimo NSW 2007 W: www.leculinaire.edu.au

	Office use only
OFFSHORE ONSHORE	Student ID no:

International Application Form

mportant: Please ensure that this Application is completed in PRINT in either black or blue ink. Please ensure that you have read, completed, and signed (where required) all declarations. f you are under 18 years of age, your Parent/Guardian must complete and sign all relevant declarations.								
*USI:								
*All international Stud	dents are required to have a Unio	que Student Idei	ntifier (USI). Cre	ate at htt	tps://www.us	si.gov.au/st	udents/create-usi	
Personal Details								
Title:	Surname/Family name:		First given name:				Middle name:	
Mr. Mrs.								
Ms Miss								
Other (please sepcify)								
Has your name chat studied? No Yes If yes, provide document previous name		revious famil	ly name:		Prev	ious giver	n name:	
Date of birth:		Country of birth:		Gender:				
					Male	Fen	nale	
Nationality: Passp		Passport Nu	Passport Number:		Passport Expires on:			
Contact Details								
Mailing address								
Overseas Address	s: Number and Street:							
Town or Suburb:					Country:			
Permaner	nt residential address, as a	bove						
Australia Address	: Number and Street: (if kn	own)		Town	or Suburb):		
State:						Post	code:	\neg
Telephone and en	nail details							
Mobile number:			Home p	hone n	umber:			
Email address:								

Version - 1.2

Page 01 of 18



Emergency contact							
Family Name:			Given Name				
Relationship to Applicant:							
Permanent Home Address:							
Suburb:		State:			Postcode:		
Telephone Home:		М	obile:				
Email:							
Do you suffer from any special medical condition or allergy that the College should be made aware of? Yes No							
If yes, please detail:							
Are you on any special medication that the College should be made aware of: Yes No							
If yes, please detail: Medical Supporting documents attached: Yes No N/A							
wedical Support	ing documents attached:	Yes	<u> </u>	No 🔲	N/A		



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Overseas Student Health Cover International students must maintain Overseas Student Health Cover (OSHC) for the proposed duration of their Student Visa. Le' Culinaire can arrange visa length cover on request, with Allianz Global Assistance, our preferred provider of OSHC. Yes, please arrange OSHC (please tick) **Dual Family** Single **Multi Family** Dual Family: covers one valid Student Visa holder plus either one adult spouse or recognised de-facto partner or one or more dependent children. Multi Family: covers one Student Visa holder plus more than one dependent which can only include one adult spouse or recognised de-facto partner and one or more dependent children. No, I will make my own OSHC arrangements for the duration of my Student Visa. If you have a current OHSC, please quote your policy Policy Number:___ Expiry date: **Education Agents Contact Details** Company Name: Agent Name: **Email Address:** Telephone: Mobile: I nominate this Education Agent to be my agent for the entire duration Yes No of my enrolment **Preferred Starting Dates** 2023 Intakes 2024 Intakes 2025 Intake 2026 Intake Jan 9 Jan 8 Jan 6 Jan 5 April 3

April 1

July 1

Sept 23

March 30

June 29

Sept 21

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July 3

Sept 25

March 31

June 30

Sept 22



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Course Applying For							
Preferred start date:							
Cookery Patisserie and Management							
Course code April -2023	Course Name	Study Period (excluding breaks)	Course Cost	Please Tick			
SIT20322	Certificate II in Hospitality	26 Weeks	\$2,000				
SIT20421	Certificate II in Cookery	26 Weeks	\$2,500				
SIT30821	Certificate III in Commercial Cookery	52 Weeks	\$10,000				
SIT31021	Certificate III in Patisserie	52 Weeks	\$11,800				
SIT40521	*Certificate IV in Kitchen Management	76 Weeks	\$15,000				
SIT40721	Certificate IV in Patisserie	78 Weeks	\$17,700				
SIT50422	Diploma of Hospitality Management	92 Weeks	\$11,900				
SIT60322	Advanced Diploma of Hospitality Management	116 Weeks	\$15,300				
School of Touris	m and Hospitality		_				
SITSS00071	Provide responsible service of alcohol (single unit of competency)	7.5 hours	\$190.00				
SITHGAM022	Provide responsible gambling services (single unit of competency)	7.5 hours	\$190.00				
Espresso Machine Operation SITHFAB025* Prepare and serve espresso coffee SITXCCS014 Provide service to customers SITXFIN007 Process financial transactions SITXFSA005 Use hygienic practices for food safety		e 60 hours	\$250.00				
SITSS00069	Food Safety Supervision SITXFSA005 Use hygienic practices for food safety SITXFSA006 Participate in safe food handling	25 hours	\$170.00				

Entry Requirements: There are no entry requirements for full qualifications or short courses.

All applicants will have an interview to assess suitability for the course.

practices

If you are under 18 years of age your application must be approved and signed by a parent or legal guardian.

For pre-requisite details please see individual course brochures



Your Personal Statement

Why are you choosing this course?
Do you have a specific career aim or job in mind for the future?
Why is this the right course for you? What skills will this course give you to help you towards your career?
Do you have any special requirements to complete the course? This may include educational needs, dietary, physical needs such as a disability, medical needs, language needs, etc.
dictary, physical needs such as a disability, medical needs, language needs, etc.



Eligibility requirements:	Yes, I am aware of all the eligibility requirements:
Are you aware of Le Culinaire Hospitality Institute's eligibility requirements of entry in the desired course including LLN requirements?	(Tick and initial)
Are you aware that you must have a minimum IELTS overall score of 5.5?	
Are you aware that Le Culinaire Hospitality Institute requires all students to be 18 years old?	
Are you aware that your course may have pre-requisite requirements?	
Full time study?	Yes, I am aware that I must study a minimum of 20 hours per week:
Are you aware that you must study a minimum of 20 hours per week as part of	- · · · · · · · · · · · · · · · · · · ·
full-time study?	$ \Box$
Are you aware that you must maintain a minimum of 80% attendance during	Yes, I am aware of Le Culinaire Hospitality Institute's attendance and course progress requirements:
your study? Are you aware that you must make satisfactory course progress in your	roquiromonio.
course? This is a requirement of your student visa.	
Course details:	Yes, I am aware of the course
Are you aware of all the course details you are applying for? This includes the duration of the course, the location, course outcomes and timetable.	details:



1. Have you travelled to Australia before? Yes / No If yes, when and for what reason?				
2. Have you ever had an Australian visa application denied or an Australian visa cancelled?				
3. Have you previously applied or currently are applying for admission at other Australian education providers? Yes / No If yes, please give details of all application processes and the outcomes				
100, 110 ii joo, prodoo giro dotailo oi alii appiioation processes and the catesinos				
4. Have you previously studied in Australia? If yes, please state:				
4. Have you previously studied in Australia? If yes, please state:				



5. What are your reasons for selecting Le Culinaire Hospitality? Please outline these reasons and the name of at least 1 other institute you have considered, both within your home country and within Australia. What are you reason for selecting Australia to study in, instead of your home country?				
6. Does your selected course provide you with additional skills and directly relate to your previous studies or work experience? What is your reason for studying this course?				
YES NO				
7. Have you been offered a job when you return home after the completion of your course?				
YES NO				



8. What is the relevance of the course to your future in your career and further education plans within your home country? What remuneration and career prospects will you gain in your home country upon completing this course? Please outline in detail what your future career plans are and how this course will assist you in achieving your goals in your home.				



Do you consider that you have adequate literacy and numeracy skills to undertake the course?
Yes No Not sure
Are you seeking credit transfer for previous training or recognition of prior training?
Yes No Not sure
Are there any individual needs you have that we should be aware of so we take these into account when planning your training?
Yes No Not sure
If yes, please explain



Data Collection

This information is required and is being collected nationally and is designed to assist the education sector to better meet the needs of the students. Information may be supplied to funding bodies and Government Departments as required by law.

	,	_				_	
Current Employment S (Please tick only one o	one option) Part time employee Self employed Employer		☐ Volunteer ☐ Employed unpaid work ☐ Unemployed and seeking full time work		(Unemployed seeking part time work Not employed (not seeking employment) Retired	
Reason for undertaking this course: (please tick only one option) To get a job To try a different career I want extra skills for my job Other reasons (please specify)		☐ To develop my existing business☐ To get a better job or promotion☐ To get into another course of study		g	☐ To start my own business ☐ It is a requirement of my job ☐ For personal interest or self-development		
Highest completed school level		Year 12 or equivalent Year 11 or equivalent		Year 10 Year 9			Year 8 Never attended
Year the above school level was completed:				Are you still attending secondary school			Yes No
Highest academic qualification successfully completed to date:		sociate Diploma	her Degree sociate Degree Diploma (or As- ed Certificate/Technician)		S-	Certificate III Certificate II Certificate I Other Certificates other that above	
Year the above academic qualification was completed (In Australia)		etails of Qualification: ame of Institution:					
Country of birth:				f Arrival: ntry of birth	not Australia)	Т	
Main language/s spoke	n at home:	: English	,		Other (please sp	ecify)	
How well do you speak English Very well Well Not well Not at all							
Do you consider yourself to have a disability, impairment or long-term maffect your studies?			medical co	ondition which may		Yes No	
If yes, please indicate the area/s of impairment: Usion Impairment Hearing Impairment Mental health conditions			Physical disabilit Intellectual disab Other (please sp	ility			
If you have a disability, impairment or long-term medical condition which may affect your studies, would you like to receive advice on support services, equipment and facilities which may assist you?				Yes No			



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Application Process

- 1. Complete this Application Form
- 2. Pay a non-refundable Application Fee of \$250 AUD (any applicable tuition and health cover fees for applicants will be due after acceptance but prior to your arrival in Australia)
- 3. Provide a copy of your current passport (and a copy of your Australian Visa if you are already in Australia)
- 4. Provide documentation of relevant qualifications as appropriate to the application (refers to Document Checklist)
- 5. Provide proof of current level of English (i.e., official test results or arrange for an English review)

Application Assessment

The Admission Team will assess the application and may request additional documents such as: Additional questions and information that relate to your application.

Offer

After the application is assessed and, if successful, a letter of Offer will be issued. Please ensure that the applicants understand the terms and conditions on the letter of Offer and arrange payment for the invoice.

Acceptance

- 1. Applicants understand and read through all the details and sign the Acceptance Form.
- 2. Return the form together with evidence of payment to Le Culinaire Hospitality Institute.
- 3. Le Culinaire Hospitality Institute will issue the Confirmation of Enrolment (CoE) for your student visa application.
- 4. Attend orientation session at commencement at Le Culinaire Hospitality Institute.

Document Check List

- 1. Application Form
- Completed all sections
- Completed the Checklist on the back of the enrolment form
- Ensure you have read, understood, and agree to comply to the terms and conditions of enrolment
- 2. Passport
- Copy of Identification pages of your passport

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- Copy of current visa (if you are in Australia)

3. Academic Documents

- Certified copies of relevant academic records in your home country, such as high school or college/university graduation certificates
- Certified copies of relevant academic records in Australia, such as high school or college/university graduation certificates (if relevant)

4. English Evidence

- Copy of enrolment in any course (other than English language course) if you are undertaking the course in Australia
- if you have completed English in Australia, a certified copy of your English language certificate
- if you have completed an IELTS, TOEFL or PTE, please provide the certificate. Le Culinaire Institute will verify your test score online.

Payment Option

A. Payment

Students are not required to make payment on conditional offer until all conditions are satisfied. On acceptance of a confirmed offer, Students must sign all pages of this International Student Acceptance Agreement and make the required payment. The Acceptance Agreement together with payment must be returned to Le' Culinaire Hospitality Institute.

- Payment may be made by bank cheque, cash, credit card, transfer, instalments
- 1.2% surcharge applies to credit card payment
- Please make bank cheque payable to "Le' Culinaire Hospitality Institute".
- Personal cheques are not accepted.
- Please provide your student number and name for EFT direct bank deposit.

B. Fees

- On accepting the Offer students must pay the first payment installment of tuition fees as listed in the Payment Installment Schedule in the Letter of Offer, the materials and application fee.
- Fees must be paid in order to obtain an eCOE and to secure a place prior to course commencement date.
- The remaining tuition fees must be paid by the due date as listed in the payment Installment schedule.
- Tuition fees are to be paid through EFT direct bank deposit to Le' Culinaire Hospitality Institute
- Le' Culinaire will not be responsible for any monies paid to an agent or third party.
- Tuition fees DO NOT include application fee, accommodation placement, excursions, airport pick up, transport, living expenses, and stationery.
- Material Fee does cover a Toolkit, Uniform and Learning and assessment materials.



Payment Option		
Payment Option A: Cash/Che	que	
I would like to pay by	sh Cheque	Student Initial:
Payment Option B: Credit Car	rd	
I would like to pay by Ma	stercard Visa Americ	ean Exp. Student Initial:
Payment Option C: Instalmen	t	
I would like to pay by instalm You will receive an individual p		Student Initial:
Please refer to the student handboo	ok for our refund policy. Available or	n Le Culinaire website or hard copy provided.
I have received, read, and	d understood the Refund Policy a	nd Student Code of Conduct.
Signatu	re:	
permission that any image of me Additionally, in signing below I giv MEDICAL EMERGENCY where a	taken while a student can be used by the permission for Le Culinaire and staff	member/s to ring an ambulance in the event of a understand that I will bear the cost of this service
Student Name:	Signature:	Date:
Witness Name:	Signature:	Date:
Parent/Guardian signa	ature (if student under 18 or if cours	se fees paid by Parent/Guardian)
Student Name:	Signature:	Date:
Witness Name:	Signature:	Date:



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Refund Conditions

- 1. Student Default applies in the case the course starts on the agreed start date but the student does not start on the agreed start date and has not previously withdrawn from the course or advised of visa cancellations in writing within an agreed time period prior to the course start date or the student cancels or withdraws from the course either before or after the agreed starting date, the following refund conditions apply:
- -100% refund of tuition fee paid if the student visa was refused bt Department of Immigration and Border Protection (DIBP). Application fee is not refunded.
- -70% refund of paid tuition fees applies if the student cancels 28 or more days before the course starts. Application fee is not refunded.
- -50% refund of paid tuition fees applies if the student cancels within 28 days. Application fee is not refunded.
- -0% No refund of tuition fees applies if the student cancels after course commencement date.
- 2. The agreed starting date is the date the course was scheduled to start, or a later date agreed between Le' Culinaire and the student. This does not apply to approved deferment and leave of absence when the student applies for refund after the application was approved.
- 3. Le' Culinaire will make a refund only in Australian Dollars within 4 weeks of receiving a written claim by the student in accordance with terms and Conditions as outlined in the application Form.
- 4. The application fee is not refundable under any circumstances including visa refusal/rejection.
- 5. Where a student visa application refusal was due to fraudulent and or forged documents, no course fees will be refunded under circumstances.
- 6. All refund considerations will be strictly limited to the monies Le' Culinaire has received and will not include:
- Overseas Student Health Cover (OSHC) if paid to Le' Culinaire and which has been applied as a premium to OHSC provider
- Bank charges
- The cost of books, equipment and other materials needed for the course.
- Agent's commission paid either directly by the student or through Le' Culinaire on behalf of the student whether the commission was paid before or after monies were received by le' Culinaire.
- 7. Le' Culiniare will make the refund available to either the student or the student's representative as identified in the Application Form as per the ESOS Act Regulation 3.19
- 8. If the student, who has commenced the courses, each course within the packaged courses is considered as an independent course. therefore, the cancellation and refund policy will apply to each course within the packaged courses
- 9. If the student, who has commenced the course and failed to complete the current course or failed some unit(s), the student will be required to repeat the same course of failed unit(s) and pay the fee applicable.
- 10. Any pre-paid fees for the subsequent non-commenced higher-level course will not be trans- ferable to pay for the repeat or failed course or unit(s).
- 11.If the student decides not to progress and commence the next higher level packaged course due to failing their current units or course and then requests to cancel or withdraw from the courses, refund terms and conditions stated in point will apply.
- 12. Courses and other fees are not transferable to another student or institution
- 13. Personal insurance and student expenses are included in the fees quoted and are the responsibility of the student.
- 14.All applications for refund must be made by the student in writing using the Refund Request Form and Submitted to Administration.
- 15.If a student transfer to another provider is approved, he or she is subject to the normal refund policy conditions 16.Refunds in situations of Provider Default are covered by the provisions of The Education Services for Overseas Students Legislations Amendment (Tuition Protection Service and Other Measure) Act 2012 and apply if: Le' Culinaire does not offer a course on the advertised start date or.
- -Terminates a course after the course start date or before the course completion date or.
- -Does not provide a course as advertised due to sanctions by any authority or.
- -Does not provide a course in full

In such a case, Le' Culinaire will pay the student a refund which equals the amount of the total tuition fees paid for the remainder of the course not completed at the time of default if an alternative placement with another provider cannot be found to the student's satisfaction. Such refunds will be made within 28 days following the default date.



eceived By Le	e' Culinaire Hospitality Institue Staff	
Full Name: _		
Signature: _		Date:
Position:		
re-Commence	ement Interview	
Please Initial	each box, to ensure you have read each requiren	nent.
	Are you aware of Le Culinaire Hospitality Institute'	s eligibility requirements of entry in the
	desired course including LLN requirements?	
	Are you aware that you must have a minimum IEL	TS overall score of 5.5?
	Are you aware that Le Culinaire Hospitality Institut	te requires all students to be 18years old?
	Are you aware that your course may have pre-req	uisite requirements?
Yes, I am a	aware of all the eligibility requirements. Signature:	Date:
Full time stud	ly:	
	Are you aware that you must study a minimi	um of 20 hours per week as part of full-time study?
	Yes, I am aware that I must study a minimun	n of 20 hours per week.
	Signature: Date	
Attendance a	nd Course Progress:	
Г	Are you aware that you must maintain a minimur	m of 80% attendance during your study?
	Are you aware that you must make satisfactory of	course progress in your course?
	This is a requirement of your student visa	
	Yes, I am aware of Le Culinaire Hospitality Institu	ite's attendance and course progress requirements
	Signature: Date:	
Course Detail	ls:	
	Are you aware of all the course details you are apple he location, course outcomes and timetable.	plying for? This includes the duration of the course, t
	Yes, I am aware of all the eligibility requirements	
	Signature: Date:	



Course delivery and assessment:

	Are you aware that you wi through short answer, proje Are you aware that you wi	rery mode for all Le Culinaire Hospitality Institute's courses is face to face? have to complete assessments for your course? Knowledge evidence will be assessed ts, scenarios, and case studies. also be assessed through practical demonstration and observation of practical skills. e delivery and course assessment methods for my course. Date:	
Support S	ervices Available:		
	Are you aware that Le Cul Are you aware that each n Are you aware that Le Cul external providers?	aire Hospitality Institute has support services available for all students? ember of staff at Le Culinaire Hospitality Institute acts as a Student Support Officer? aire Hospitality Institute will not charge you for any referrals given to taire Hospitality Institute offers student support to all students.	
Refunds, 0	Signature: Complaints and Appeals:	Date:	
	Are you aware that a refund Are you aware of Le Culinai Are you aware that the com Are you aware that we will a Are you aware that you may about a decision made by us	on regarding refunds, complaints and appeals can be found in the international student bsite?	
RPL/Cred	Signature:it Transfer:	Date:	
	all courses it delivers? Are you aware that Recognifound on our website?	ire Hospitality Institute offers Recognition of Prior Learning/Credit Transfer for on of Prior Learning/Credit Transfer information and application forms can be	
	Yes, I am aware that Le Culinaire Hospitality Institute offers RPL/Credit Transfer for all courses and I know where to find it.		
	Signature:	Date:	



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Acknowledgement I (name) acknowledge that I have received and/or accessed the Student Information handbook and RTO fee schedule available from Le' Culinaire Hospitality Institute, wesbite: www.leculinaire.edu.au and I hereby acknowledge that I have read, understood and agree to the terms and conditions outlined including the terms of the RTO's refund policy. understand that Le' Culinaire Hospitality Institute is required to share personal information about its students with the Australian Government and other designated authorities. I declare that: -I have received and/or accessed and read the Student Information Handbook and under- stand my rights and responsibility/ties as a student. -My decision to complete and submit this enrolment form has been without coercion. -I have received and/or accessed the RTO's fee schedule. -I have been given sufficient information on the delivery and assessment arrangements for this qualification. -I have consent to having my personal information being used in accordance with RTO's privacy policy. -I have informed of, and hereby agree to abide by, the RTO policies and procedures relating to fees, charges, rules, and regulations of the organisations. -I understand that my current USI number, or that created on my behalf as authorised will be used to collect and report my VET related data. -I grant permission for the RTO to utilise photo/s or video/s of myself in marketing including social media accounts, the RTO's website and printed publications including assessment items and training material. -I declare that the information supplied on this form is correct and complete.

Signature: _____ Date: _____