



# Accommodation Application Form

Please complete this form in English (block uppercase letters)

Agent Stamp

## Personal Details

<u>Family Name</u>		<u>Given Names</u>	
<u>Your character (tick all that apply)</u>			
<input type="checkbox"/> Flexible	<input type="checkbox"/> Humorous	<input type="checkbox"/> Active	<input type="checkbox"/> Quiet
<input type="checkbox"/> Positive	<input type="checkbox"/> Shy	<input type="checkbox"/> Private	<input type="checkbox"/> Relaxed
		<input type="checkbox"/> Sociable	<input type="checkbox"/> Other _____
		<input type="checkbox"/> Hard-working	
<u>What date do you want to start and finish accommodation? (DD/MM/YY)</u>		<u>Total Time:</u>	
From: ____/____/____ To: ____/____/____		_____ weeks and _____ days	
<u>Do you smoke?</u>		<u>Is it OK if a family member smokes?</u>	
<input type="checkbox"/> Yes ( <i>Will be asked to smoke outside only</i> )		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> No ( <i>You will not be allowed to smoke</i> )		<u>If no, is it OK if they smoke outside only?</u>	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<u>Do you drink alcohol?</u>		<u>Can you swim?</u>	
<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	
		<u>Do you have an international or Australian driver's licence?</u>	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<u>Are you religious?</u>		<u>Type</u>	
<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Christian <input type="checkbox"/> Buddhist <input type="checkbox"/> Islamic <input type="checkbox"/> Jewish <input type="checkbox"/> Hindu	
		<input type="checkbox"/> Shinto <input type="checkbox"/> Other _____	
<u>Religious Requirements?</u>		<u>If yes, list them:</u>	
<input type="checkbox"/> Yes <input type="checkbox"/> No			
<u>If your accommodation has pets, is it okay?</u>		<i>NOTE: Many Australian homes have pets so you may live with pets even if you prefer not to. Write any pets you CANNOT live with:</i>	
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Outside Only			
<u>Do you have any allergies?</u>		<u>If yes, what kind? (Example food, plant, asthma, etc)</u>	
<input type="checkbox"/> Yes <input type="checkbox"/> No			
<u>Are you a vegetarian?</u>		<u>If yes, are you a vegan?</u>	
<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<u>Write any food that you cannot eat. (Bad taste / dietary restrictions):</u>		<u>Write any foods you would particularly like to eat:</u>	
<u>Would you prefer to share your accommodation with another student?</u>			
<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't mind			
<u>(If yes, someone in particular? Provide name and relationship to you)</u>			
<u>If yes, want kind of room do you want?</u>			
<input type="checkbox"/> 2 singles <input type="checkbox"/> Double <input type="checkbox"/> Twin <input type="checkbox"/> Dorm (Not available for Homestay or Farmstay)			
<u>Students who will apply for visa permission to work: if paid casual work is available at your accommodation are you interested in it?</u>			
<input type="checkbox"/> Babysitting <input type="checkbox"/> Cleaning <input type="checkbox"/> Farmwork <input type="checkbox"/> Kitchen Hand/Waiting <input type="checkbox"/> Other			
<u>If yes, list your relevant experience:</u>			

*If yes, please send a copy of relevant certificates, references and other documents with this application form.*

Continued Overleaf...

### Homestay and Farmstay Only

Want kind of host family do you want?

Homestay only     Farmstay only     Either Homestay or Farmstay

Where do you want to meet your homestay or farmstay family (if possible)?

*NOTE: If your host family agrees to pick you up from Perth International Airport, you will be charged \$230AU for this service. If your host family agrees to pick you up from a specified location in Bunbury, they have the right to charge you up to \$50AU for this service.*

Airport     Bunbury     Other \_\_\_\_\_

Would you prefer a family with children?

Yes     No     Don't mind

Would you like permission to have friends visit your home occasionally?

Yes     No

Would you like permission to stay out late occasionally?

Yes     No

### Other Accommodation Only

Want kind of accommodation do you want?

Sharehouse     Hostel/Backpacker     Bed and Breakfast (B&B)     Hotel/Motel     Serviced Apartment  
 Chalet     Cabin     On-site Caravan     Camping     6+ Month Rental

Budget (average \$150/wk)

\$ \_\_\_\_\_/week

Furnished?

Yes     No

Special Requests / Conditions:

### Cancellation and Refunds

*The first week of homestay / farmstay is a trial period where accommodation arrangements can be changed if there is a serious problem or disagreement. After the first week, the following refund policy applies. All requests for a refund for homestay / farmstay fees must be submitted in writing with supporting documentation to Administration at West Coast International College of English as soon as possible. Requests for refunds for other types of accommodation must be addressed directly to the place of accommodation. Refunds will be paid within 4 weeks if the student withdraws or 2 weeks if West Coast College is responsible for the cancellation.*

*The accommodation placement fee and tuition registration fee are non-refundable. The balance of homestay / farmstay fees is handled in the following manner:*

You only pay for the number of nights you stayed there (your host family must give back any extra pre-paid fees) if you finish your homestay / farmstay for the following reasons:

- Genuinely unintentional mix-ups / human error eg. information got lost or you misunderstood a question on the application form.
- Unrecorded change in conditions - who is living in the home and the state of the home does not match what West Coast College records show because information has not been reported or updated accurately or because things have changed since the host family profile was sent to you.
- Problems or disagreements which cannot be resolved.

Otherwise:

- You must tell West Coast College your decision and reasons immediately.
- You must give 2 weeks' notice.
- Your host family can ask you to give notice in writing with your signature.
- If you leave right away without 2 weeks' notice you must pay an extra \$180 (\$90 for each week of notice).

*The Administration Manager of West Coast College makes case-by-case decisions regarding refunds based on the reasons given for absence or withdrawal. This agreement does not remove the right to take further action under Australia's consumer protection laws.*

### AGREEMENT

In applying to participate in an Accommodation Arrangement, I acknowledge and agree:

1. to read the Terms and Conditions of Homestay/Farmstay supplied to me by the West Coast International College of English ("the College"). I agree that I will comply with the policies, rules, agreements and procedures contained in the Accommodation Agreement, and comply with the instructions of my host family as advised to me from time to time;
2. I understand that my participation in the Homestay/Farmstay Arrangement may be terminated at the sole discretion of the College or by my host family without any refund of the agreed fee, if I do not comply with this agreement;
3. that I am directly responsible for payment of any accommodation costs to my host family and the College has no liability for payment unless I have made a prior arrangement with the College to pay the costs direct to them;
4. I understand that the Homestay/Farmstay accommodation recommended for me has been inspected by the College and I will accept that the accommodation is of an appropriate standard.
5. I understand that other types of accommodation are not inspected and accepted at my own risk;
6. to take out comprehensive travel, hospital and accident insurance prior to arriving in Australia;
7. that the College, its employees and representatives and all members of the host's household are not liable and I will not make any claim against any of them for any injury or loss sustained by me while living with the host family;
8. if I become ill, am injured or incapacitated, any member of my host's household and employee, proprietor or director of the College is authorized to take such actions as he or she considers reasonably necessary, including arranging medical treatment for me or arranging to transport me back to my home country at my cost. I release the College, its employees, proprietors and directors and all members of my host family from any liability in relation to any such actions;
9. any information provided may be made available to Commonwealth and State agencies and the Fund Manager of ESOS Assurance Fund, pursuant to obligations under the *ESOS Act 2000* and the National Code;
10. the information provided to the College in this application is complete, true and correct; and
11. I have read, understood and agreed to all the above conditions.

Name (if under 18 a legal guardian must sign)

Signature

Date (DD/MM/YY)