

13/04/2023



**Mr Md Fahimul Haque**

265 Stand Road. Bangla Bazar, Pan Bazar, W-28

Pathan Tuli

Bangladesh 4100

Student Number: **10641526**

DOB: **05/04/1998**

Passport Number: **B00297425**

Nominated Contact: **StudyNet - Sydney - HO (AG6341)**

Sent to: [admission@studynet.com.au](mailto:admission@studynet.com.au)

**JOONDALUP CAMPUS**

270 Joondalup Drive, Joondalup

Western Australia 6027

☎ 134 328

[www.ecu.edu.au](http://www.ecu.edu.au)

ABN 54 361 485 361 CRICOS IPC 00279B

## Congratulations!

### You have been awarded the Australian International Masters Scholarship 2023.

This scholarship provides 20 per cent fee reduction for the first year of your course

To accept the scholarship, you will need to:

- meet any conditions listed in your Letter of Offer including any applicable deadlines;
- meet the direct entry Course requirements and any other applicable admission requirements;
- accept your Letter of Offer by following the instructions provided; and
- pay the indicative deposit and Overseas Student Health Cover requested in the Letter of Offer.

Yours Sincerely

A handwritten signature in black ink, appearing to read 'Steve Chapman', is located below the 'Yours Sincerely' text.

Professor Steve Chapman

Vice-Chancellor

**Mr Md Fahimul Haque**

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# Course Offer

**Congratulations on receiving this offer to study at Edith Cowan University commencing Semester Two, 2023.**

This offer is made under the terms and conditions described on the Course Summary webpage at <https://www.ecu.edu.au/courses/T79> and includes the Key Information provided within this document.

Key Details			
Course	Duration	Study Periods	
<b>T79.2 - Master of Business Analytics</b>  Campus: Joondalup  CRICOS: 111125H	2 Year(s) 4 Semester(s)	Orientation: 15 July 2023 See below for additional information  Course Start: 24 July 2023  Course End: 15 July 2025	
Tuition Fees		Non-Tuition Fees	
Current indicative* fee per semester:	AUD \$13,120.00	Current indicative non-tuition fees:	AUD \$0.00
Total indicative tuition fee:	AUD \$59,040.00		
(Incl. 20% Twelve Month Discount)			
<b>ECU Conditions of Entry:</b>  Nil - all pre-requisite course entry requirements, including English language requirements, have been satisfied. Please refer to Course Offer Notes and Key Information.			
<b>ECU Notes and Course Comments:</b>  1. Your course may have compulsory vaccination requirements including vaccinations for COVID-19. Please consider this before accepting this offer and speak with your course coordinator if this raises any concerns. In some circumstances, you may be unable to complete your course requirement if you cannot meet placement and vaccination requirements.			

**Important university dates**

Check dates for orientation, semester breaks and more on [our important dates web page](#)<sup>1</sup>.

## How to secure your offer

**Step 1 - Accept your offer**

If you already hold a Confirmation of Enrolment (CoE) for this offer (for example, if you've just finished your pathway course), then please skip this step.

Respond to the offer conditions, authorisations and declarations in the [online acceptance](#)<sup>2</sup>. Before accepting your offer, ensure you have reviewed all key information as this forms part of your written agreement with ECU and reviewed the [important application dates](#)<sup>1</sup>.

If you are under 18 years of age at the time of your course commencement, ECU will require your written agreement to be accepted and signed by your parent or legal guardian.

## Step 2 - Payment of your indicative\* first semester tuition fee and Overseas Student Health Cover

Once you've satisfied the offer conditions, you'll need to pay the fees shown below, including your Overseas Student Health Cover (OSHC).

Please see our [information on how to pay](#)<sup>3</sup>. Further information regarding fees and refunds is detailed in the ECU Key Information attached to your course offer.

Note: OSHC needs to cover the duration of your visa and is only applicable for Student Visa holders. Whilst ECU's preferred provider is Medibank, you may purchase your OSHC from any of the [Government-Registered Providers](#)<sup>4</sup>. Payments received by ECU for OSHC provided by Medibank will be paid to Medibank on your behalf.

Some units have [incidental fees payable](#)<sup>5</sup> at course commencement.

Overseas Student Health Cover (OSHC)		
Cover Type (indicative*)	Cost (Payment before 1 May 2023)	Cost (Payment 1 May 2023 onwards)
Single	AUD \$1,504.45	AUD \$1,617.20
Couple/ Single Parent	AUD \$5,407.25	AUD \$6,218.50
Family	AUD \$8,483.20	AUD \$9,755.75

Fees Payable Now	
Current Indicative* Semester Tuition Fee	AUD \$13,120.00
<b>TOTAL</b>	<b>AUD \$13,120.00 + OSHC Cost</b>

*\*Indicative means the estimated fee based on the typical study pattern in this course. The chosen semester fee is dependent on the units of study chosen. Overseas Student Health Cover (OSHC) rates and semester fees are subject to annual change as provided by Medibank. Before accepting this offer, you are strongly advised to visit the online fee calculator at <http://apps.ecu.edu.au/fees-calculator/> to accurately calculate your fees.*

## Step 3 - Confirmation of Enrolment

Once the previous steps have been fully completed, ECU will issue your Confirmation of Enrolment (CoE). The Department of Home Affairs will require this when you submit your visa application.

Note: Payment can take 2 to 5 days to reach ECU.

## Step 4 - Activate your accounts

Activate your student account online at [My Uni Start](#)<sup>6</sup>. Here you'll also find important course and enrolment information.

## Step 5 - Apply for credit and recognition of prior learning

If credit has already been approved, instructions on how to claim this can be found on the final page of this offer. If you'd like to submit an application for assessment of credit that is not already reflected on this offer see our [guide on how to apply for credit and recognition of prior learning](#)<sup>7</sup>.

## Step 6 - Visa application

Note: Late unit enrolments from week three of semester onwards will be approved at the discretion of the course and unit coordinators. Please contact the [Student Hub](#)<sup>8</sup> for late enrolment approval before travelling to Australia. To understand the types of documents you'll need to provide, please use the [Department of Home Affairs document checklist tool](#)<sup>9</sup>.

## Step 7 - Enrol into your units

You can enrol into units and activities via our Student Information Management System, called [SIMO](#)<sup>10</sup>. If you need assistance with unit selection see our [guide to enrolling](#)<sup>11</sup>.

Note: ECU may deliver units on-campus at any of its locations, or by online or distance learning, subject to availability and the University's operational requirements which may change during your course.

## Step 8 - Join in our Orientation activities

Orientation is essential for all commencing students and will help you get ready for study at ECU. Visit My Uni Start to access essential Orientation information to help you get started and to book your Orientation activities - <https://www.ecu.edu.au/my-uni-start/orientation>.

## Offer Letter - Important web links in full

<sup>1</sup> Important dates – <http://www.ecu.edu.au/future-students/applying/important-dates>

<sup>2</sup> Accept your offer at <https://www.ecu.edu.au/my-uni-start>

<sup>3</sup> Information on how to pay – <http://intranet.ecu.edu.au/student/money-matters/how-to-pay>

- <sup>4</sup> Government Registered Providers for Overseas Student Health Cover (OSHC) – [https://www.privatehealth.gov.au/health\\_insurance/overseas/overseas\\_student\\_health\\_cover.htm](https://www.privatehealth.gov.au/health_insurance/overseas/overseas_student_health_cover.htm)
- <sup>5</sup> Information on non-tuition fees – <https://intranet.ecu.edu.au/student/money-matters/fees/other-fees>
- <sup>6</sup> Activate your student account – <https://www.ecu.edu.au/my-uni-start/get-started/activate-your-account>
- <sup>7</sup> Guide on how to apply for credit and recognition or prior learning – <https://askus2.ecu.edu.au/s/article/000001583>
- <sup>8</sup> Late enrolment assistance – <https://intranet.ecu.edu.au/student/support/contact-us/student-hub>
- <sup>9</sup> DoHA visa document checklist tool – <https://immi.homeaffairs.gov.au/visas/web-evidentiary-tool>
- <sup>10</sup> Student Information Management System (SIMO) – <https://simo.ecu.edu.au>
- <sup>11</sup> Guide to enrolling – <https://www.ecu.edu.au/my-uni-start/enrolling>

All Rules and policies referred to in this offer letter are available at - <https://ecu.onk2.com/Runtime/Runtime/Form/ECU.Corporate.Documents>

Yours sincerely,



**Annette Thompson**  
**Manager, Admissions**

# ECU KEY INFORMATION



The following information forms part of your Course Offer with Edith Cowan University (ECU). You are required to keep a copy of your Course Offer and this Key Information, together with receipts for payments made relating to your tuition or non-tuition fees.

## STUDYING AT ECU

### Course Offer

Your Course Offer outlines details of your course at ECU. If there are any course pre-requisites, including English language requirements, or other conditions that you must satisfy before you can enrol and commence, these are detailed in the **Conditions of Entry** section of your course offer. If there are no conditions of entry detailed in your Course Offer, this means you have already satisfied all pre-requisite course entry requirements and conditions. You should also check the **Notes** section of your Course Offer which includes other important information relating to your chosen course.

All offers are made under the terms and conditions described in this Key Information statement, and also the relevant Course Summary webpage referred to in the **Notes** section of your Course Offer. Please review these terms and conditions before accepting your offer and commencing study at ECU, including any information relating to compulsory online or work-based training, placements or other community-based learning, and collaborative research training arrangements.

### Online Study

To access ECU's online learning experience, students must have access to a reliable computer, software and an internet connection. A VPN may also be required. Please review the following information to ensure online study is suitable for you:

- [What are my computer requirements for studying online?](https://askus2.ecu.edu.au/s/article/000001257) - <https://askus2.ecu.edu.au/s/article/000001257>
- [What are the technical requirements for studying online?](https://askus2.ecu.edu.au/s/article/000001803) - <https://askus2.ecu.edu.au/s/article/000001803>
- [How do I start my online studies at ECU?](https://askus2.ecu.edu.au/s/article/000001702) - <https://askus2.ecu.edu.au/s/article/000001702>
- [What study materials will I receive for my online unit?](https://askus2.ecu.edu.au/s/article/000001275) - <https://askus2.ecu.edu.au/s/article/000001275>

If you are studying part of your course online (where permissible), you'll be able to contact ECU teaching and support staff during designated Australian Western Standard Time (AWST) business hours.

### Students Under 18 Years of Age

If you are under 18 years of age at the time of your course commencement then you will have been required to demonstrate that you have appropriate welfare arrangements in place as part of your application to study at ECU with evidence that you will be staying with a Home Affairs approved relative or legal custodian. It will be a condition of your Student Visa that these arrangements be maintained. More information regarding these requirements is available at <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500/welfare-arrangements-students-under-18>.

ECU will also require your Course Offer to be accepted and signed by your legal guardian or parent if you are under 18 years of age at the time of accepting this offer.

## IMPORTANT DATES

The important dates for future students are available at <https://www.ecu.edu.au/future-students/applying/important-dates>. Select the international student profile to see the dates that apply to you. We recommend that you check these when you receive your Course Offer, to make sure you can finalise your acceptance, make payment by the recommended date, and begin your study as planned. Other important ECU dates shown here include the orientation start date, semester dates, exam periods and semester breaks.

Please note that some courses may have study or placement requirements which occur outside of the main semester teaching periods. We recommend you check the course information in the Student Handbook for further details and to see if this may apply to your course - <https://www.ecu.edu.au/handbook>.

## FEES AND REFUNDS

### Tuition Fees

The tuition fees shown in your Course Offer are estimated indicative fees based on a typical study pattern in the course you have chosen. Your actual semester fee may not be exactly the same amount as this, and depends on the units of study you choose to enrol in. As not all units cost the same amount, we don't have the exact fee for your course until you enrol. If you want to check the costs yourself, you can use our Fees Calculator at <https://apps.ecu.edu.au/fees-calculator/> and include all the units you intend to study.

Course tuition fees are subject to review each year and can change. Your tuition fees are payable in advance each semester and you can choose to pay more than 50% of the total course fee upfront before course commencement.

Your indicative course fees are shown above. If you are expected to receive a scholarship from a third party to contribute towards your fees, please be aware that if your scholarship does not meet the cost of your tuition, or the scholarship is not provided for any reason, you will be responsible for paying your fees if you wish to continue in your course.

### Non-Tuition Fees

Some courses and units at ECU have additional costs which are not included within the tuition fees. Details of incidental fees including course-related fees, and administrative, deferral, late payment and other non-tuition fees that may be incurred by students, are detailed on ECU's Money Matters information pages at <https://intranet.ecu.edu.au/student/money-matters/fees/other-fees>. The list of required textbooks for each of your units will be made available each semester. Books can be purchased from a wide range of suppliers and some may be available as second-hand items.

### Overseas Student Health Cover

Your Course Offer includes an indicative rate for Overseas Student Health Cover (OSHC), as provided by ECU's preferred provider Medibank. All international students and their dependents are required to arrange and maintain OSHC for the duration of their student visa. Whilst Medibank is ECU's preferred provider, you may arrange your OSHC with any Government-registered provider of your choice and submit evidence of cover as part of your acceptance of offer. The rates included in your Course Offer are indicative only and are subject to change. Any payments received by ECU for OSHC provided by Medibank will be paid to Medibank on your behalf. More information about OSHC and ECU's preferred provider, Medibank, is available at <https://www.ecu.edu.au/my-uni-start/preparing/overseas-student-health-cover>.

### Refunds

International student refund applications are considered in accordance with ECU's [International Student Tuition Fee Refund Policy](#). The policy outlines the circumstances in which a student may be entitled to a full or partial refund of tuition fees.

International students are entitled to a full refund of course monies if:

- the offer of a place is withdrawn by ECU; or
- ECU is unable to deliver the course of study on the agreed start date and cannot offer you an alternative course; or
- the course ceases to be delivered by ECU after it has started, but before it is completed; or
- withdrawal is more than 10 weeks before the start of the first teaching period.

Where an international student is refused a student visa by Australian Government authorities and is unable to commence studies, a full refund of course monies paid pursuant to this offer will be made, less a deduction of \$500 for administrative expenses.

International students who withdraw in their first teaching period are entitled to a partial refund of course monies as set out below:

- if withdrawal is less than 10 weeks before the start of the first teaching period and no later than the census date of their first teaching period - the refund payable will be the tuition fees paid less 50% of the indicative tuition fee for the first teaching period

International students are not entitled to a refund if they withdraw:

- from their course after the census date;
- from their course after being asked to leave Australia due to a breach of their visa conditions;
- from a pathway program where ECU are holding only a deposit;
- from a unit without approval for a reduced study load; or
- as otherwise set out in ECU's [International Student Tuition Fee Refund Policy](#)

Refunds are normally paid in Australian dollars by telegraphic transfer to the person who initially made the payment unless there are written instructions from that person to the contrary. ECU will also require documentation to allow identity verification and must be satisfied that the transaction is not intended to conceal the source of any funds. Refunds are also subject to international sanctions, and ECU being able to conduct the transfer in practice.

Refunds are usually processed within 28 days of ECU receiving a valid and complete application form. To apply for a refund, students must complete the Application for a Refund of Student Fees, located on the Student Forms page <https://intranet.ecu.edu.au/student/forms/home>.

More information regarding student withdrawals and refunds, including a link to ECU's [International Student Tuition Fee Refund Policy](#), is available at <https://intranet.ecu.edu.au/student/money-matters/fees/withdrawal-and-refunds>.

### TUITION PROTECTION SERVICE (TPS)

The Tuition Protection Service (TPS) is an initiative of the Australian Government to assist international students whose education providers are unable to fully deliver their course of study.

In the unlikely event that ECU is unable to fully deliver your course, the TPS ensures you are provided with an alternative to complete your studies in another course or with another education provider, or that you receive a refund of your unspent tuition fees. If ECU does not meet these obligations, you can contact the TPS for assistance at <https://tps.gov.au/Home>.

### PERSONAL INFORMATION

#### Collection and use of personal information

ECU recognises and respects your privacy and will manage and use information held in accordance with the principles of Australia's privacy laws and ECU's [Privacy Policy](#).

ECU may disclose information to Australian Government and other agencies where required to by legislation, including the following types of organisations:

- Department of Education, Skills and Employment, the Department of Industry, Science and Resources, the Department of Home Affairs, and Tuition Protection Services - who may further disclose your information in accordance with the *Privacy Act 1988*;
- Pathway or partner institutions including Edith Cowan College (ECC);
- Health care insurance providers if ECU is assisting to arrange your overseas student health cover;
- Your sponsor if you have been awarded a scholarship or your enrolment is sponsored by a third party;
- Your parent, guardian or care provider if you are under 18 years of age;
- An organisation where you are undertaking a clinical placement or work-based learning as part of your ECU course; and
- Foreign governments administering student loan schemes for an enrolled ECU student.

As part of the acceptance of your Course Offer, you will be asked to provide authority for ECU to use and manage your personal information in accordance with ECU's [Privacy Policy](#).

### **Australian address and contact details**

International students holding a student visa must provide ECU with their residential address and contact details within 7 days of arriving in Australia. It is important that you do this and also notify ECU of any changes to your contact details within 7 days of the change. ECU will require a mobile phone number, email address and details of who to contact in an emergency.

## **THE EDUCATION SERVICES FOR OVERSEAS STUDENT (ESOS) FRAMEWORK**

Australia provides rigorous protection for international students through the Education Services for Overseas Students Act 2000 (ESOS Act) and related legislation, which protects and enhances Australia's reputation for quality education, provides tuition protection and supports the integrity of the student visa program.

The Australian Government is committed to ensuring you have an excellent education experience in Australia. It provides a fact sheet for international students containing important information about your rights and responsibilities while studying in Australia. This fact sheet is available at <https://internationaleducation.gov.au/Regulatory-Information/Pages/Regulatoryinformation.aspx#Information> and includes information on:

- choosing and enrolling in a course of study;
- support services available in Australia;
- the rights and responsibilities of students on a student visa;
- working in Australia; and
- making complaints and getting help.

## **COMPLAINTS AND APPEALS**

ECU is committed to providing a challenging educational environment in which all members of its culturally and geographically diverse community can realise their potential. The needs of the students are our highest priority, and the University will seek continuously to improve the quality of its courses and services to students, ensuring matters of dispute between students and the University are resolved fairly and promptly.

If you are dissatisfied with ECU's service to you, in the first instance you should contact us directly by submitting an enquiry at <https://www.ecu.edu.au/about-ecu/contact-ecu/make-an-enquiry> and we will endeavour to resolve any concerns you may have. If you are not able to resolve your complaint informally, you can lodge a formal complaint by completing the ECU relevant Complaint Form available at <https://www.ecu.edu.au/complaints/lodge-a-complaint-grievance-misconduct-or-safety-incident>. Details of external avenues of redress for complaints are also shown here. Student complaints are managed in accordance with ECU's [Complaints Policy](#).

This written agreement, and the right to make complaints and seek appeals of decisions and action under various processes, does not affect the rights of the student to take action under the *Australian Consumer Law* if the *Australian Consumer Law* applies.

ECU's [Admission, Enrolment and Academic Progress Rules](#) contain information for students who are dissatisfied with the assessment of their academic work or academic progress. Students may request an informal review, formal review or appeal to the Student Appeals Committee against those decisions. Further information for students considering requesting an informal review, or submitting a Formal Review or Appeal application is available here: <https://intranet.ecu.edu.au/student/my-studies/exams-and-results/how-to-appeal>.