

Mr Sanjay PRASAD

Pullappillu House Muthalakopam
Thodupuzha
Idukkipo Kerala
India

11 December 2015

Abe Services Private Limited

1st Floor Muttungal Building
S.A. Road, Vyttila
Kochi, Kerala,
India

Student Number: 22589507 Date of Birth: 23 November 1996

Dear Sanjay

Congratulations. We are pleased to advise that your application for admission to Southern Cross University has been successful.

Bachelor of Business in Hotel Management*	CRICOS: 086102E
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Course Duration	3 years
Compulsory study periods and duration	6 x 15 weeks
Campus	Melbourne - Hotel School
Start date	22/02/2016
Finish date	20/10/2018
Attendance	Internal - Full Time

SOUTHERN CROSS UNIVERSITY FEES#	
Indicative Tuition Fees	\$68,160.00
Estimated fee per compulsory study period^	\$11,360.00
Annual Indicative Student Services and Amenities Fee (SSAF)~	\$144.00
Invoice Number	444444
Offer Lapse Date	25/12/2015
Fee payable on acceptance includes	\$13,160.81
Prepaid Tuition Deposit	\$11,360.00
Overseas Student Health Cover (Single)	\$1,800.81
Advise if travelling with dependents, if not on Application.	
Fees due before	25/12/2015

Special conditions your offer is conditional on:

- Your offer is conditional upon meeting:* Genuine Temporary Entrant and Financial Capacity assessments* No Confirmation of Enrolment (COE) until assessments are approved
- Copy of Current CV

General conditions

- Full time on campus study.
- Fees are to be paid by the 1st day of each teaching period. The University may cancel your enrolment and eCoE** if fees are not paid by the due date.
- Overseas Student Health Cover is for the full duration of your student visa**.

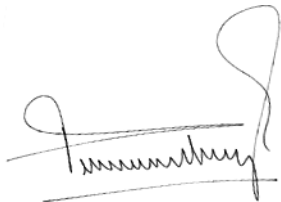
International Offer Package p1

SCU International, Melbourne Hotel School | Level 3/399 Lonsdale St, Melbourne VIC 3000 Australia
T: +61 3 9601 3400 | E: thsapps@scu.edu.au

CRICOS Provider: 01241G

- It is a condition of this offer and your enrolment at Southern Cross University that all information contained in your application for admission, including your ability to fully finance your studies and living expenses, was current and accurate on the date it was made.
- In accepting this offer, you agree that you are bound by, and will at all times comply with, the SCU Policies, Procedures and Rules as amended from time to time. Please review these rules at scu.edu.au/policy
- Once we receive payment and your signed Offer Acceptance Agreement we will issue you with an electronic Confirmation of Enrolment (eCoE), so you can apply for your Australian Student Visa

Yours sincerely



Monty Singh
Director, SCU International

*All information provided in this **Offer of Admission** is correct at the time of writing but may be subject to change without notice.

#The indicative tuition fee is provided as a guide only based on actual tuition fees at the time of writing. We aim to minimise fee increases but fees usually rise each year and this information is available at scu.edu.au/international. Regardless of the fee indicated in your **Offer of Admission** you will be liable to pay tuition fees in each study period in which you are enrolled at the rate applicable to that particular study period. Should the fee rise before you commence studies in any study period you will be required to pay the new fee for that study period

^For a full load study period. Adjustments will be made for advanced standing in the fees for the final study period.

~ The SSAF is calculated on a full time enrolment in sessions 1 and 2. It will increase each calendar year.

** The information relating to Overseas Student Health Cover, eCoE and Education Services for Overseas Students (ESOS) Act is applicable to students who hold, or intend to apply for a student visa. If you intend to study at SCU on another visa type, please make sure you are aware of the requirements and restrictions of that visa type before accepting your offer.

Information for Accepting your Offer

Mr Sanjay PRASAD

STUDENT ID: 22589507

Before Accepting the Offer of Admission

- 1 Before accepting this offer of admission to the University course/s make sure you are satisfied that you have all the information required to make a decision as to where and what you will study. We recommend you visit <http://scu.edu.au/international> to view information about our courses, student life, general information, and ESOS information policies and procedures.
- 2 Ensure your Special Conditions are met as outlined on the Offer of Admission. Note: Your offer cannot proceed until these Special Conditions are met.

Accepting the Offer of Admission

To accept the offer, you must do the following before the Offer Lapse Date:

1. Complete and sign the Offer Acceptance Agreement* at the end of this document and return with payment, or other evidence of payment to:
Southern Cross University - SCU International
Level 3/399 Lonsdale St, Melbourne VIC 3000 AUSTRALIA
or thsapps@scu.edu.au
If you are under 18 years the **Offer Acceptance Agreement must be signed by your parent or guardian.*
2. The amount to pay is the 'Fee payable on acceptance' located on the **Offer of Admission**. Refer to the "How to Pay" section for payment options. If fees increase after the issue of the offer you are required to pay the additional amount prior to the start date. Current fees are available at <http://scu.edu.au/international/apply>

After Acceptance

Once the **Offer of Admission** conditions have been met and we have received your completed:

- **Offer Acceptance Agreement,**
- **Payment,**

Southern Cross University will issue an electronic **Confirmation of Enrolment** (eCoE), so you can apply for an Australian Student Visa.

Study Abroad/Exchange students may be on a different visa-subclass.

Arrival

We request that you arrive on campus two to three days before the 'Start Date' specified in your **Offer of Admission**. Orientation and enrolment will commence on the 'Start Date' and you must attend orientation.

Education Services for Overseas Students (ESOS) Act

The Tertiary Education Quality and Standards Agency (TEQSA) monitor and regulate the higher education sector's involvement with overseas students studying in Australia on Student Visas. Higher educational providers must meet minimum standards set by TEQSA to enable registration under the ESOS (Education Services for Overseas Students) Act. This protects Australia's reputation for delivering quality education services, and the interests of overseas students, by setting minimum standards and providing tuition and financial assurance.

The ESOS Act mandates a nationally consistent approach to registering education providers so that the quality of the tuition and care of students remains high. The professionalism and integrity of the industry is further strengthened by the ESOS Act's interface with immigration law. This imposes visa-related reporting requirements on both students and providers. The National Code is a set of nationally consistent standards that govern the protection of overseas students and delivery of courses to those students by providers registered on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS). For further information follow the ESOS Quick Information at: www.aei.gov.au

Further information

International Offer Package p3

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Fraud is a serious offence and will not be tolerated by the University. If you have submitted certified documentation with your application for admission, you are required to bring your original documents to Australia and make them available for inspection to the SCU International on request. Failure to provide original documentation when requested could result in cancellation of your enrolment and cancellation of your visa.

If you have any difficulties in complying with the acceptance arrangements or have any concerns about any aspect of your future studies at Southern Cross University, our SCU International staff can assist you by phone on +61 2 6620 3876 or email thsapps@scu.edu.au or personally at the Lismore campus.

Please read carefully before signing the **Offer Acceptance Agreement** which forms your official written agreement with the University. This agreement, and the availability of complaints and appeals processes, does not remove the right of the student to take action under Australia's consumer protection laws.

Refer to the SCU **Refunds and Remissions Policy** shown below or at scu.edu.au/policy. If a refund is payable under this policy due to student default the University will pay the student the amount within 28 days after receiving a written claim from the student. A claim for a refund should be made in writing addressed to the Director of Student Services of the University and may be forwarded via SCU International. Refunds are normally made directly to the student who originally paid the tuition fees. The effective date for eligibility for a refund is the date that written advice is received by the Director of Student Services which must contain bank details of the student to which the refund is due. In the unlikely event of provider default, the student will be offered an alternative course or refund of any unspent, pre-paid fees within 14 days.

Refunds and Remissions Policy

Southern Cross University will refund or remit tuition fees and excess payments in accordance with the provisions of applicable legislation and the Refunds and Remissions Procedures at scu.edu.au/policy.

NOTE: If the University provides Confirmation of Enrolment, or enrolls a student on the basis of fraudulent, forged or deliberately misleading documentation being supplied by the applicant/student, the enrolment will be withdrawn and the University reserves the right to retain all pre paid fees.

Complaints

The University has a commitment to seeking feedback from students and staff, and acknowledges the right of students, staff or members of the public to complain if they are dissatisfied. The University has established a Complaints Management Framework to provide for the timely and fair resolution of complaints. The Framework will help you to decide how to proceed with your complaint or concern. For further information follow the Complaints link at scu.edu.au/complaints

After following the Complaints Management Framework, International students who are dissatisfied with the resolution of their complaint can access an external agency (e.g. NSW Ombudsman or Commonwealth Ombud) for review purposes. These arrangements provide for independent grievance handling/dispute resolution for students from overseas studying in Australia where the student is not satisfied with the University's internal complaints/appeals handling processes. They permit students to formally present their case and to be accompanied and assisted by a support person at any relevant meetings. Students will be given a written statement of the outcome of their appeal and the reasons for that outcome. The University is obligated to maintain a student's enrolment while an appeal is ongoing and to immediately implement any decision and/or corrective and preventative action required. Follow the link to the NSW Ombudsman scu.edu.au/complaints

Enrolment Deferment, Suspension and Cancellation Procedure – International Students

International students are able to defer commencement or temporarily suspend their enrolment where a written request is submitted under compassionate and compelling circumstances and is evidenced by supporting documents, and approved by the Director SCU International. Further information can be found scu.edu.au/policy

Mr Sanjay PRASAD

STUDENT ID: 22589507

PERSONAL DETAILS. Please enter details in BLOCK letters below.

Passport Number		Country of Visa Application	
Address	Pullappilliu House Muthalakopam Thodupuzha Idukkipo Kerala India		
Phone		Mobile	
Email			

FEES - Bachelor of Business in Hotel Management*

CRICOS :086102E

Course duration 3 years	Campus Melbourne - Hotel School
Compulsory study periods and duration	6 x 15 weeks
Indicative Fees*	\$68,160.00
Annual Indicative Student Services and Amenities Fee (SSAF)~	\$144.00
Estimated fee per compulsory study period	\$11,360.00
Invoice number	444444
Offer lapse date	25/12/2015
Fee payable on acceptance#	\$13,160.81
Fee must be paid before	25/12/2015
Indicate method of payment^	

* Refer to **Offer of Admission** for details of how this fee is calculated.

~ The SSAF is calculated on a full time enrolment in sessions 1 and 2. It will increase each calendar year

Includes Prepaid Tuition Deposit plus Overseas Student Health Cover.

^ Method of payment: telegraphic transfer, credit card, mail, in person, home institution.

Any Advanced Standing applied for and granted is reflected in the course fees and if applicable will be detailed in the Confirmation of Enrolment.

Terms and Conditions of Offer

- I acknowledge receipt of an Offer of Admission from Southern Cross University (SCU) to study a course/s at SCU. I have read the offer and any associated conditions and the information and conditions contained in the Offer Acceptance Agreement and understand the content. I accept the Offer of Admission and agree to the terms and conditions and requirements contained in this Offer Acceptance Agreement.
- I understand that I am required to attend Orientation prior to commencing study.
- I agree to access all information and read my SCU-assigned email address at least once a week
- I acknowledge that if I enrol in units, contrary to advice from SCU, I am responsible for the consequences resulting from enrolment in those units.
- I acknowledge that SCU may use electronic communication methods to deliver information relevant to my studies, personal safety and otherwise. I consent to the sending and receiving of electronic messages for the purposes of the SPAM Act 2003 (Cth) and any corresponding regulations.
- I have read and understood the SCU Complaints Policy scu.edu.au/complaints and acknowledge that this policy applies

International Offer Package p5

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to the duration of my studies at SCU.

- 7 This agreement and the availability of complaints and appeals processes, does not remove the right to take action under Australia's consumer protection laws.
- 8 I understand that I will not be able to transfer to another Australian institution within the first six months of my main course without permission from SCU according to the Student Transfer Procedures – International Students Policy scu.edu.au/policy
- 9 I have read and understand the grounds by which my enrolment may be deferred, suspended or cancelled according to the Enrolment Deferment, Suspension and Cancellation Procedures – International Students Policy scu.edu.au/policy
- 10 I understand and acknowledge that I must notify SCU of any change of my current residential address and mobile telephone number contact details in Australia, while enrolled in the course, within seven (7) days of the change. I will notify SCU by completing any changes through My Enrolment.
- 11 I acknowledge that any school aged dependents accompanying me to Australia will be required to attend school and that this will incur charges.
- 12 I acknowledge and agree that in the unlikely event that SCU is unable to offer my course, I will be provided with the option of a refund of tuition fees of the unexpended portion of prepaid tuition fees, I have paid to date, or placement in an alternative course at no additional cost to myself.
- 13 I agree to abide by the rules, policies and procedures of SCU (as they may be from time to time).
- 14 If accepting a packaged offer, I understand that the SCU course is the principal course.
- 15 I agree that if I am unable to continue with my enrolment in this program or remain enrolled as a full-time student I will notify the International Student Advisor or Admissions Officer at SCU in writing immediately.
- 16 I understand and acknowledge that it is a condition of any offer made by SCU that it has the right to notify me before the lapse date that the Offer of Admission has been withdrawn and that if, prior to receiving such notification I have accepted the offer of admission, the notification will operate to terminate my admission.
- 17 I understand and acknowledge that SCU has the right to vary or cancel an application and/or enrolment made on the basis of what SCU determines to be false, untrue or incomplete information from any source or on the basis of an error by the relevant parties or organisations.
- 18 I acknowledge that SCU will not be liable for any loss or damage whatsoever which I or any other person may suffer as a result of my admission being terminated in the circumstances set out above, except as set out in the SCU Refunds and Remissions Policy.
- 19 I acknowledge that if I elect to defer my offer, a new offer of admission will be required and higher fees than those quoted in the Offer of Admission may apply.
- 20 I acknowledge that the OSHC premiums quoted in the offer letter are accurate as at the time of offer and are subject to an annual increase. I accept any increase in OSHC premiums is payable by me.
- 21 I acknowledge that all costs given in this letter are accurate as at the time of offer. I further acknowledge that SCU reviews tuition fees annually and reserves the right to increase tuition fees. I understand that my financial liability for a program scheduled to commence in the following year/s may be subject to increase.

Refunds and Remissions

Standard Refunds for International Onshore students

- I acknowledge that if I withdraw from my course I will be entitled to a refund as follows:
 - (a) If I am a commencing student:
 - (i) If I withdraw more than four weeks before the start of the study period, all tuition fees paid will be refunded less an administrative fee of 10% of the tuition fee applicable to that study period. I will also be entitled to a full refund of fees paid in advance in respect of a following study period.
 - (ii) If I am on a packaged course and do not commence my principal course with, the Non-refundable Course Fees as defined in the offer of admission will not be refunded.
 - (b) If I am a continuing student and I withdraw before the start of the study period, I will be entitled to a full refund of tuition fees applicable to the study period and a full refund of fees paid in advance in respect of a following study period.
 - (c) If I am a commencing or a continuing student:
 - (i) If I withdraw on or before the census date of a study period, I will be entitled to a refund of 50% of the fees applicable to that study period and a full refund of fees paid in advance in respect of a following study period.
 - (ii) If I withdraw after the census date of the study period, I will not be eligible for any refund of the fees applicable to that study period, but will be eligible for a full refund of fees paid in advance in respect of a following study period.
- I acknowledge that if I withdraw from a unit or units representing less than withdrawal from my course, I will be entitled to a refund as follows:
 - (d) If I withdraw on or before the last day of the second teaching week of the study period, I will be entitled to a full refund of the tuition fee applicable to the unit/units.

International Offer Package p6

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- (e) If I withdraw after the last day of the second teaching week of the study period up to and including the census date of the study period, I will be entitled to a refund of 50% of the fees applicable to the unit/units.
- (f) If I withdraw after the census date of the study period for any reason, I will not be eligible for a refund of the fees applicable to the unit/units.
- I acknowledge that if SCU withdraws the offer of a place or is unable to provide the course ("Provider Default"), I will be entitled to a full refund of fees applicable to the study period paid. However, if SCU provides Confirmation of Enrolment, or I am enrolled, on the basis of fraudulent, forged or deliberately misleading documentation supplied by me, I acknowledge that the enrolment will be withdrawn and SCU reserves the right to retain all prepaid fees.
- I acknowledge that SCU will fully refund fees applicable to the study period if I am excluded before the start of the study period or after the start of the study period if I have enrolled pending the outcome of an active appeal related to my exclusion.
- I acknowledge that if I am expelled, suspended or excluded in accordance with SCU's Rules or Policy due to misbehaviour, SCU will refund the unused proportion of fees paid.
- I acknowledge that in order to apply for a refund I must complete and submit the SCU International Refund Application Form along with the necessary paperwork. I acknowledge that Provider Default refunds are payable by SCU within 14 days. In all other circumstances, refunds are payable by SCU within 28 days.

Standard Refunds for non-award English Language Program Students

- To obtain a refund, non-award English Language Program Students must submit a written request for a standard refund to the Director, Student Administration Services.
- In cases of Provider Default refunds are payable within 14 days.
- In cases of Student Default refunds are payable within 28 days

Critical Dates to Withdraw from a Course

- Standard refunds for non-award English Language Program International Students are available in the following circumstances:
 1. if a student cancels their enrolment two weeks or more before the course begins, they will receive a full refund, less:
 1. the enrolment fee;
 2. the Homestay placement fee (where Homestay is provided by SCU); and
 3. 10% of the fee in respect of one Study Period.
 2. if a student cancels their enrolment less than two weeks before their course begins, or after their course begins, no refund is payable;
 3. if the SCU College is unable to deliver a course in which a student has enrolled, they will receive a full refund within 14 days (including enrolment fee and Homestay placement fee) ; and
 4. if a student fails to meet the attendance requirements under the Attendance Policy for ELICOS Programs, and has their confirmation of Enrolment withdrawn, no refund is payable.
- Where a student requests to be placed in an alternative Homestay during studies, they will be levied with a new placement fee and not be refunded for the remaining period with the original family unless exceptional circumstances are acknowledged by the Director of SCU College or nominee.
- If the University makes an offer on the basis of incorrect or incomplete information being supplied by the applicant/student, the offer will be withdrawn and no refund will be payable.

Study Abroad Students

- Refunds for Study Abroad Students will be processed according to Part B - , noting the study abroad refund policy of the sending institution may also apply. Study Abroad Students should contact their sending institution for additional information about refunds.

Student Financial Declaration

International students accepted for admission at SCU are able to access Streamlined Student Visa Processing through the Australian Commonwealth Department of Immigration and Border Protection (DIBP). In order to obtain an electronic Confirmation of Enrolment (eCoE) to apply for a Student Visa you declare the following:

- 1 I have accessed information regarding the costs related to studying at SCU at www.scu.edu.au/international.
- 2 I have accessed information regarding the costs associated with living in Australia for me and any dependents

International Offer Package p7

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accompanying me, published by the Australian Government at www.immi.gov.au/students/student-visa-living-costs.htm

- 3 I have sufficient funds to finance my studies including tuition fees, ancillary costs and living expenses for me and any dependents accompanying me to Australia for the duration of my studies.
- 4 SCU will not pay my tuition fees and related study costs or living expenses if I am unable to fund my stay in Australia.
- 5 If I am unable to pay my tuition fees SCU will cancel my enrolment and my eCoE and report this to DIBP, which may affect the status of my Student Visa.
- 6 Any income I earn from employment while I am a student at SCU (both during and outside of study period) must not be my sole source of income to pay for my tuition fees or cover repayments on a bank loan.
- 7 I understand that my application for a Student Visa will be rejected by DIBP if it is found that documents supporting my application are fraudulent.
- 8 I understand and acknowledge that I am responsible for the payment of all fees and living expenses by the due date for payment for the duration of my course, two weeks before the start date of each study period.
- 9 I understand that students are subject to other fees, charges and conditions for each study period in which they enrol and are advised to check the current fees, charges and conditions with SCU before enrolling at any time. I agree that SCU, its agents, contractors and employees will not be liable to me for any loss or damage arising directly or indirectly from my failure to make these checks of SCU's amendment to any fee change or condition.
- 10 I declare that I am a genuine student, have carefully chosen the SCU course I have applied for and that the course matches my future career goals.
- 11 I have the required language, educational and material background to have a reasonable chance to successfully complete the SCU course in my offer letter. I intend to make a genuine effort and will access recommended support services to help me complete my SCU course by the end date on my eCoE.
- 12 I understand that if granted a Student Visa, I and my family members have obligations we must meet and breaching these obligations may result in a cancelled enrolment at SCU as well as cancellation of my Student Visa by DIBP.
- 13 I declare that I have accessed and read these obligations on the DIBP website: www.immi.gov.au/students/visa-conditions.htm and agree to abide by them

Privacy and Use of Personal Information

1. I declare that I have read the Privacy Notice for Students at scu.edu.au/privacy and that all the information I have submitted to date to SCU is correct and complete and I accept the conditions of the policies.
2. I understand that information is collected in this agreement, and on my International Application for Admission form, and during my enrolment, in order to meet SCU's obligations to ensure compliance with the conditions of my visa and my obligations under Australian immigration law. I understand the authority to collect this information is contained in the *Education Services for Overseas Students (ESOS) Act 2000*, the *ESOS Regulations 2001* and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007.
3. In the case of provider or student default I understand the University may share my personal information between the Australian Government and designated authorities and if relevant, the Tuition Protection Service (TPS). This information includes personal and contact details, course enrolment details and changes, and the circumstance of any suspected breach by me relating to a Student Visa condition.

Disclaimer and Limitation of Liability

- 1 SCU strives to ensure the accuracy and reliability of the information provided to you in this **Acceptance of Offer** package, and the information pertaining to the University's courses.
- 2 SCU reserves the right to change or alter at any time, without notice, any of the course information. This includes any information about courses, units of study (including their structure or timing), entry requirements, graduation requirements or Rules Relating to Awards offered by SCU.
- 3 To the extent permitted by law, SCU will have no liability for any loss or damage however arising from the use or reliance on any of the information.

I acknowledge and confirm that I understand and accept the terms and conditions and requirements of the Offer of Admission, Information for Accepting your Offer, Offer Acceptance Agreement, Rules relating to the Award in the SCU Student Handbook www.scu.edu.au/handbook and pay my fees as indicated in this agreement.

By signing this form, I declare and agree with the statements listed on the previous pages. The signature below is my signature and has not been signed on my behalf by another person, including my agent or sponsor.

Signature	Date
If applicant is under 18 years, signature of Parent/Guardian is required.	
Name	Relationship to Applicant
Parent/Guardian Address	
Signature	Date

Please ensure that all details are completed before signing. Return completed form to Southern Cross University as soon as possible after payment has been made to thsapps@scu.edu.au

Personal information provided to the University is protected by the New South Wales Privacy and Personal Information Protection Act 1998 and health information is protected by the Health Records and Information Privacy Act 2002.

HOW TO PAY

Telegraphic Transfer/Bank Deposit	ANZ Bank 82 Woodlark Street, Lismore NSW 2480 Australia
Account Name	Southern Cross University Operating Account
Account BSB	012-715 (within Australia) SWIFT: ANZBAU3M (outside Australia)
Account Number	8376-87158
Reference	22589507
Credit Card (over the phone) Call +61 1300 300 774 Choose option 1 for Enrolment Fees	Invoice Number 444444 Student Reference 22589507
Mail	Southern Cross University - SCU International PO Box 157, Lismore NSW 2480 Australia