



Friday, 03 July 2015

QUT Student Number: 9571477
(Please quote this number in all correspondence)
QUT Access Username: n9571477
QUT Access Password: J517M1SC@

ABE Services (Kochi)
First Floor, Muttungal Building S.A. Road, Vyttila, Cochin-19
Kochi 682019
India
Phone: +0484 4041422
Email: sonia@abeservices.biz

Mr Ajith Justin
Arangathu Parambil House
Thumba St, Xaviersclg PO
Trivandrum
Kerala
India

Dear Mr Ajith Justin ,

Your application to study at *Queensland University of Technology* is approved and I am pleased to offer you the following study program:

- [SW04 Bachelor of Social Work](#)

Details of your course are listed on the following page. This provides you with important course information and any conditions you are required to meet.

The **Your Next Step** page provides information to assist you with accepting your offer.

Financial Capacity

You are required to have access to sufficient funds to cover the full cost of your stay in Australia for the duration of your studies. Full cost includes tuition fees, study costs and living expenses. Please refer to the following QUT websites for more information to help you estimate your full [study costs](#) and the [cost of living in Brisbane](#).

Your Offer

This offer replaces any preceding offers you may have been issued. If you defer your commencement to a future date, your eligibility will be re-assessed against the entry requirements for new commencement dates. New conditions may apply if entry requirements have changed.

Congratulations on choosing QUT to further your education. I look forward to welcoming you on campus.

Yours sincerely

University Registrar



Queensland University of Technology

Offer Date : Friday, 03 July 2015
Name: Mr Ajith Justin
QUT Student Number: 9571477

Course Details

Course: [SW04 Bachelor of Social Work](#)
CRICOS Course Ref: 063034B
Campus: Kelvin Grove
Mode: Full Time, Internal
Course Start: Monday, 29 February 2016
Course Completion: 31 December 2019
Tuition Fees ([indicative](#)): AUD\$13000 per Study Period
Commencement: Semester 1 2016
Course Duration: 8 Study Periods
(13 teaching weeks per study period)

Conditions

To finalise your acceptance in the above study program you must satisfy the following conditions and requirements:

1. Review, complete and return your signed Acceptance of Offer form.
2. Submit your acceptance payment to QUT as per your Offer Letter (Your Next Step section)
3. Review, complete and return your signed Student Declaration form.
4. An IELTS (Academic) English language test result of at least 6.5 overall (no subscore less than 6.0). Please advise us of your IELTS Test Report Form (TRF) number and we will verify your result on line. Other English Language tests may be acceptable as detailed at QUT's English Language requirements website <http://www.qut.edu.au/international-students/applying/step-3-check-you-meet-the-entry-requirements/english-language-requirements>
5. Certified evidence of successful completion for your Year 12 (10+2) awarded by Kerala State Board with an overall average of 77 or higher in the best five academic subjects.

Course Information

Please review the details of your study program including course requirements on QUT's website [Course Information](#) .

Course Fees

The [Tuition Fees](#) detailed in this letter are indicative fees for a standard full time Study Period. The actual tuition fees that you will be charged will be based on your unit enrolment and the published fees for that year. Tuition fees are reviewed and indexed annually. Please note some units may incur [additional costs](#) for non-tuition fee items such as uniforms, equipment or participation in course related activities.

Please ensure that you have read [QUT's fee and refund policy](#).

**Queensland University of Technology**

Offer Date : Friday, 03 July 2015
Name: Mr Ajith Justin
QUT Student Number: 9571477

Your Next Step

- You must satisfy the conditions and requirements as outlined above before your application can be finalised. Please submit this information to *ABE Services (Kochi)*. Please ensure you are aware of QUT's [supporting documentation requirements](#).
- Make your **Acceptance Payment** of **AUD\$15,388.75** via [QUTPay](#). Please submit a copy of your Payment slip/ QUTPAY Payment Advice Form to *ABE Services (Kochi)*.

Your Acceptance Payment includes the following charges:

<i>Deposit for your tuition fees:</i>	<i>AUD\$13,000</i>
<i>Non tuition fee payment:</i>	<i>AUD\$2,388.75</i>
- Overseas Student Health Cover (Single) for 49 months:**	AUD\$2,388.75

** Overseas Student Health Cover (Couple) for 49 months is AUD\$8,307.95 and Overseas Student Health Cover (Family) for 49 months is AUD\$11,698.75. Please adjust your Acceptance Payment accordingly if you want to take family or couple cover. Overseas Student Health Cover premiums are quoted based on 2015 rates. The premium is valid for payment received before 20 November 2015. New premium rates will apply after this date.

Please refer to information on how to [Accept Your Offer](#) and prepare your study at QUT.

Your QUT Access

Please follow the [instructions](#) to activate your QUT Access and email. If you have any difficulties accessing this service, please contact the [QUT IT Helpdesk](#). When you have accepted your offer, your QUT Access will be authorised to include further online IT services.

Overseas Student Health Cover

It is a student visa requirement that you obtain [Overseas Student Health Cover](#) for the duration of your visa. A Medibank Private OSHC quote for the expected duration of your visa has been included in your **Acceptance Payment**.

Scholarships and Sponsorships

QUT offers a range of [scholarships](#) that provide real support for commencing and continuing students. If you are obtaining sponsorship for your studies, please refer to the requirements regarding [financial guarantee documentation](#) from your sponsoring body.

Arriving

QUT recommends that you arrive 2 weeks prior to the **Course Start** to make accommodation arrangements and settle into life in Brisbane.

Orientation

A compulsory [Orientation Program](#) is held prior to your **Course Start** where you will learn about the university and its services, prepare yourself for tertiary study and meet with your course advisors to determine your enrolment program.



Date: July 2014

International Student Fee and Refund Policy

Version 2.2

1. OVERVIEW

- 1.1. This policy outlines QUT's principles and guidelines for international student fees and refunds.
- 1.2. This policy complies with the [Education Services for Overseas Students \(ESOS\) Act 2000](#).
- 1.3. In accordance with QUT's [Student Rules](#) international students are required to pay tuition fees. An international student is defined as a student who is not:
 - a citizen of Australia or New Zealand; or
 - an Australian permanent visa holder.

2. APPLICATION FEE

- 2.1. A non-refundable application fee is payable with international applications. The Registrar may exempt some cohorts from the application fee.
- 2.2. Applications may attract a late fee if not lodged by the application due date.

3. PRE-PAID TUITION FEE (DEPOSIT AMOUNT)

- 3.1. International students are required to pay the deposit amount stipulated in their letter of offer as a condition of their acceptance. The deposit amount is a pre-payment which is allocated to tuition fees when they are invoiced.

Sponsored Students

- 3.2. Sponsored students who provide a valid financial guarantee or sponsorship agreement from their sponsor at the time of acceptance of offer are not required to pay the deposit. Sponsored students who do not provide valid documentation must pay the full deposit amount in accordance with clause 3.1 in order to accept their offer.

4. OTHER FEES AND CHARGES

- 4.1. A non-refundable registration fee is payable for all English language students.
- 4.2. Other [administrative charges](#) are levied for services as published on the QUT website.

5. TUITION FEE CALCULATION

- 5.1. International tuition fees are determined at a unit level and normally increase each year. The total amount payable for each teaching period is the sum of fees for individual units. International tuition fees are published in [Table C](#) on the QUT website.
- 5.2. English language course students pay a separate charge for airport reception, accommodation services and English language support.
- 5.3. International student tuition fees do not include the costs of textbooks, [Overseas Student Health Cover \(OSHC\)](#), [administrative charges](#), [additional compulsory course costs](#), computer costs, stationery, photocopying, or living and personal expenses such as food, accommodation, transportation, or leisure activities.
- 5.4. For English language courses, unit tuition fees are final on the first day of classes of the teaching period. For all other courses, unit fees are final as at the [Census date](#) of each teaching period.

Research higher degree students (PhD, Professional Doctorate and Research Masters)

- 5.5. Most research students are able to commence their studies at any time in the year. Tuition fees for many thesis units are time based and will be pro-rated for the first and last teaching periods based on the student's commencement and completion dates. International tuition fees are published in [Table C](#) on the QUT website.

6. FEE PAYMENT

- 6.1. Fees must be paid in Australian dollars using QUT's payment facility, [OUTPay](#).
- 6.2. Fees must be paid by the due date stated on the [Tax Invoice](#).
- 6.3. Tax Invoices can be accessed via [eStudent](#). An email notification is sent to the official QUT student email account when a Tax Invoice is available on-line.
- 6.4. QUT cannot accept payment for living or personal expenses.

7. NON-PAYMENT OF FEES

- 7.1. Failure to pay all outstanding fees by the due date will result in a sanction on the student's record and suspension of access to some or all university services. A late payment fee will be levied on the outstanding amount.
- 7.2. If fees remain unpaid in full or part after census date and after the appeal period, the student's enrolment in all units in current and future study periods will be cancelled. International student visa holders whose enrolment is cancelled for non-payment of fees will be reported to the Australian Government. This may have implications for the student's visa.
- 7.3. If a student's enrolment is cancelled for non-payment of fees, a 50% retention fee, based on 50% of the tuition fees for enrolled units as at the census date for that teaching period, will be applied to the student's account. Re-instatement of enrolment will only be possible in a subsequent teaching period, subject to payment of all outstanding debts, including the retention fee, and meeting all entry requirements for re-admission.

8. PAYMENT PLANS

- 8.1. If students are experiencing difficulties in making fee payments due to financial hardship an instalment payment plan may be approved.
- 8.2. Payment plans will not be accepted for the deposit amounts.
- 8.3. Students must demonstrate that a genuine case of financial hardship has occurred after they accepted the terms and conditions of their offer to study at QUT.
- 8.4. Instalment payment plans must not extend beyond the end of the current teaching period.
- 8.5. Instalment payment plans will usually comprise equal monthly instalments over the teaching period.
- 8.6. Instalment payment plans will only be available for up to two teaching periods.

Defaults (non-payment) on agreed instalment payments will be subject to the same conditions for non-payment of fees in accordance with clause 7.

9. LEAVE OF ABSENCE

- 9.1. Leave of absence will only be approved for international student visa holders under exceptional medical or compassionate (bereavement) grounds.
- 9.2. Leave of absence is not available to commencing students.
- 9.3. Tuition fees will not be charged for the teaching period if Leave of Absence is requested and approved prior to the census date of the teaching period.

10. REFUNDS

English Language Courses (including Packages)

- 10.1. A student who withdraws from an English language course:
 - before the first day of classes for the teaching period will be charged a cancellation fee of \$5,000 or the total deposit amount paid (whichever is the lower);
 - on or after the first day of classes for the teaching period, will be charged a retention fee of 100% of the tuition fees for that teaching period and a cancellation fee of \$5,000 or the balance of the deposit amount paid (whichever is the lower).

Courses other than English Language Courses

- 10.2. A student who withdraws from any course other than an English language course:
- before or on the census date of the teaching period will be charged a cancellation fee of \$5,000 or the balance of the deposit amount paid (whichever is the lower);
 - after the census date of the teaching period, will be charged a retention fee of 100% of the tuition fees for that teaching period and a cancellation fee of \$5,000 or the balance of the deposit amount paid (whichever is the lower).

Special Circumstances

- 10.3. A student who withdraws from a course due to a new valid accepted offer to study at QUT in a future teaching period will be exempted from the cancellation fee.
- 10.4. A continuing student who withdraws from a Degree program in the 2nd or later teaching period will be exempted from the cancellation fee.
- 10.5. A student may apply with their refund application to have the cancellation fee reduced to \$500 or 5% of the deposit amount paid (whichever is the lower) if they can provide independent, certified evidence of:
- a student visa refusal; or
 - unexpected serious illness or other compassionate grounds, such as death in the immediate family; or
 - unexpected political, civil or natural events which would compromise their ability to commence or continue with their study.
- 10.6. A student may apply for [withdrawal without financial penalty](#) for tuition and retention fees by submitting an application in accordance with the instructions contained on the QUT website.

11. OFFER WITHDRAWN BY QUT

- 11.1. If an offer of a place is withdrawn by QUT on the basis of incorrect or incomplete information supplied by the applicant/student, QUT reserves the right to charge a cancellation fee of \$5,000 or the total deposit amount paid (whichever is the lower).

12. SPONSORED STUDENTS

- 12.1. Sponsored students fees are subject to the fee and refund conditions contained in this policy.
- 12.2. QUT will charge sponsors directly for each study period in which the sponsored student is enrolled and for which there is a valid financial guarantee or sponsorship agreement.
- 12.3. The sponsored student will be liable for any tuition fees for which there is no valid financial guarantee or sponsorship agreement or if the sponsor does not pay fees to QUT by the due date. In these circumstances, sponsored students will be subject to the same conditions for non-payment of fees in accordance with clause 7.

13. EXCLUSION

- 13.1. The following conditions will apply to students who are excluded from their course for academic performance or misconduct:
- If the event that led the exclusion occurred before the census date of the teaching period, the student will be eligible for a full refund of tuition fees for that teaching period and all future teaching periods;
 - If the event that led to the exclusion occurred after census date of the teaching period, the student will be charged a retention fee of 100% of the tuition fees for that teaching period.

14. AUSTRALIAN PERMANENT RESIDENCY

- 14.1. If Australian Permanent Resident status is obtained before the Census date of the teaching period in which the student is enrolled, they will be considered for a Commonwealth Supported Place or full fee paying domestic place in the same course subject to availability of places, course quotas and the fulfilling the requirements stated in clause 14.2.
- 14.2. Students must provide original/certified documentary evidence of their Australian Permanent Resident status (visa date stamp in passport) and pay fees up front by the census date for the teaching period. Students who are offered a Commonwealth Supported Place must also complete a Request for Commonwealth Assistance form by the census date of their first teaching period.
- 14.3. If a student fails to successfully complete all necessary requirements detailed in clause 14.2 by the Census date of the teaching period, they will remain an international student liable for international student tuition fees for that teaching period.

15. PROVIDER DEFAULT

- 15.1. In the unlikely event that QUT is unable to deliver a course as offered, the deposit and any other tuition fees paid by student for that course will be refunded in full within 14 days after the agreed starting day of the course or within 14 days after the notification that the course is no longer offered.

16. PAYMENT OF REFUNDS

- 16.1. Requests for tuition fee refunds must be submitted to Student Business Services on the appropriate refund application form together with any relevant supporting documentation.
- 16.2. Refunds are paid in Australian dollars.
- 16.3. Refunds will be made payable to the student and can be paid via:
- cheque;
 - electronic funds transfer to an Australian bank account
 - telegraphic transfer to an offshore bank account.

Note: Students may request QUT to transfer funds directly to another Australian higher education institution if they are transferring between institutions. In this case, the bank account details for that institution must be completed on the refund application.

- 16.4. Refunds will be paid within 28 days of receipt of a complete refund application with all required supporting documentation.
- 16.5. Students who have paid extra fees may keep the credit balance in their account to offset tuition fees payable for the next teaching period.
- 16.6. English language students with package offers who meet the English language entry score for their principal course at QUT but who have paid for more English language classes, can have the unused portion of their tuition fees credited towards their principal course.

Sponsored Students

- 16.7. Refunds relating to payments made by sponsors on behalf of sponsored students will be returned to the sponsoring body.

Overseas Student Health Cover

- 16.8. Requests for refunds of Overseas Student Health Cover (OSHC) by onshore students must be made directly to the student's OSHC provider. Offshore students and sponsored students should contact QUT for OSHC refund requests.

17. APPEAL PROCESS

- 17.1. If a student is not satisfied with the outcome of a refund request or cancellation for non-payment of fees, a written appeal can be submitted to the Director, Student Business Services.



Queensland University of Technology

Admissions Student Business Services

GPO Box 2434 Brisbane Qld 4001 Australia
Phone: +61 7 3138 2000 Fax: +61 7 3138 3529
www.qut.edu.au/international
qut.intadmission-b@qut.edu.au
CRICOS No. 00213J ABN 83 791 724 622

Offer Date: Fri, 3 July 2015

Acceptance of Offer

Application owner: ADM_B

1. Course Details	2. Personal Details
SW04 Bachelor of Social Work Duration: 8 Study Periods (13 teaching weeks per study period) Course Start: Monday, 29 February 2016 Course Completion: 31 December 2019	Your QUT Student Identification Number: <input type="text" value="9571477"/> Name: <input type="text" value="AJITH JUSTIN"/> Date of Birth: <input type="text" value="01/02/1997"/> Country of Birth: <input type="text" value="INDIA"/> Citizenship: <input type="text" value="INDIA"/> Passport Number: <input type="text"/> Country of Issue: <input type="text"/> The country in which you will apply for your visa or e-visa: <input type="text"/>
3. OSHC Details	4. Emergency Contact Details
<input type="checkbox"/> I have made payment to QUT or I am sponsored for: <input type="checkbox"/> OSHC Single: AUD\$2,388.75 <input type="checkbox"/> OSHC Couple: AUD\$8,307.95 <input type="checkbox"/> OSHC Family: AUD\$11,698.75 Start Date: 15 February 2016 End Date: 15 March 2020 OR <input type="checkbox"/> I will arrange for my own OSHC or I have a current OSHC membership	Name: <input type="text"/> Relationship: <input type="text"/> Contact Phone Number: <input type="text"/> Email Address: <input type="text"/>

Terms and Conditions of Acceptance:

- I am pleased to accept a place in the above course and declare that I have read the offer and accept the terms and conditions stipulated.
- I declare that the information provided in my application, acceptance of offer form and supporting documentation is correct and complete. I understand that the University Registrar reserves the right to withdraw my admission or terminate my enrolment where false or misleading information has been provided or where QUT has reason to believe that I am not a genuine student or genuine temporary entrant.
- I understand that after I have admitted to QUT all official communication will be sent to my student email account. I must ensure that I regularly monitor my student email account for important messages from QUT.
- I have read and understood QUT Course progress policy and procedures available at: <https://www.student.qut.edu.au/studying/assessment/academic-performance/international-students-course-progress>
- I am not an Australian citizen or Permanent Resident, or citizen of New Zealand, nor hold an Australian Permanent Humanitarian Visa, and will advise the Manager, Admissions immediately in writing, if I gain Australian Permanent Resident status, New Zealand citizenship or an Australian Permanent Humanitarian visa.
- I understand that I am required to advise QUT of my address in Australia within 7 days of my arrival and that I must update my address details if they change at any time during my enrolment.
- I will abide by the conditions of my visa for studying in Australia, and where I am granted a student visa, I will undertake to maintain my Overseas Student Health Cover (OSHC) for the duration of my visa and understand that by paying my OSHC to QUT, this payment and my details will be forwarded to Medibank Private. I therefore agree to enter into and be subject to the terms and conditions of the Medibank OSHC policy. I can access this policy at www.medibank.com.au
- I authorise QUT to check details of my migration status (study and/or work entitlements) with the Department of Immigration and Border Protection.
- I have read and understand QUT's International Student Fee and Refund Policy and I agree to abide by the attached policy.
- I understand that QUT policies and procedures, and Student Rules available at <http://www.mopp.qut.edu.au>.
- I understand that QUT collects personal information for admission and enrolment purposes and that any information I provide to QUT may be made available to Commonwealth and State Government agencies, and to the Tuition Protection Services Director, pursuant to obligations under the ESOS Act 2000 and the National Code. The collection of personal information is authorised under QUT Student Rules. I have noted how QUT manages students' personal information, and practices for disclosure, which can be found at <https://www.student.qut.edu.au/about/privacy/student-privacy-at-qut>.
- In addition to the disclosure practices described there, I hereby consent to disclosure by QUT of my personal information to other external agencies such as hospitals, law enforcement agencies, court officers and similar, where necessary to enable QUT to provide student welfare services to me. I further consent to external agencies providing my personal information, including health information, to staff of QUT's International Student Services unit to enable QUT to provide student welfare services to me.
- I acknowledge and agree that QUT may release personal information pertaining to my application and enrolment to my registered education agent.
- Additional declaration for sponsored/scholarship students only
 - I authorise QUT to release any information relating to my studies to my sponsor/scholarship provider (or authorised representative) including academic monitoring and progression status.
 - I understand that I am not permitted to change my course at QUT without receiving prior written approval from my sponsor/scholarship provider (or authorised representative).
 - I understand that if I am a sponsored student and my sponsor/scholarship provider declines to make payment, I will be personally liable for payment of tuition fees in accordance with the tuition fee policy.

APPLICANT SIGNATURE: DATE:

Please return to: ABE Services (Kochi)



Offer Date: Fri, 3 July 2015

Student Declaration

Application owner: ADM_B

1. Course Details	2. Personal Details
SW04 Bachelor of Social Work Duration: 8 Study Periods (13 teaching weeks per study period) Course Start: Monday, 29 February 2016 Course Completion: 31 December 2019	Your QUT Student Identification Number: <input type="text" value="9571477"/> Name: <input type="text" value="AJITH JUSTIN"/> Date of Birth: <input type="text" value="01/02/1997"/> Citizenship: <input type="text" value="INDIA"/>

I declare that I am a genuine student who intends to obtain a successful educational outcome by undertaking this course at QUT.

Financial Declaration

I declare that I have access to sufficient funds to cover the full cost of my stay in Australia for the duration of my studies. I understand that full cost includes tuition fees, study costs and living expenses (including dependents).

I understand that I must meet my financial commitments in a timely manner in order to continue my studies at QUT.

I understand that there is no obligation on QUT or the Australian Government to help me if I require financial assistance and that non-payment of my tuition fees to QUT will result in cancellation of my enrolment.

I will fund my studies as follows. Please tick all sources of funding that apply:

☐ Privately funded

☐ Scholarship / Sponsorship funding. Attach evidence of awarded funding.

Note: The Acceptance of Offer process cannot be finalised before scholarship or sponsorship funding has been awarded.

☐ Other: Provide details.

If multiple sources of funds are being used, provide details of how these will be applied to the cost of your studies

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Note: QUT reserves the right to request additional information or evidence to support any of the above claims.

APPLICANT SIGNATURE: DATE: