



ELITE EDUCATION INSTITUTE

CRICOS Provider Code: 03390A

APPLICATION FORM

Please read this form carefully and complete all relevant sections.
Please keep a copy for your reference.

PERSONAL DETAILS

Have you studied at Elite Education Institute before?	No	Yes
Family Name:	Given Names:	
Date of Birth (dd/mm/yyyy):	Gender:	Male Female
Citizenship:	Country of Birth:	
Are you a citizen or permanent resident of Australia?	No	Yes
Australian Residential Address:		
	Postcode:	

International Students only

Passport No.:		
Visa No.:		
Do you have OSHC (Overseas Students Health Cover)?	No	Yes
Permanent Address in Home Country:		
	Postcode:	
Telephone No.:	Mobile No.:	
E-mail:	Fax No.:	

ACADEMIC PROGRAM SELECTION

I wish to enroll in the:

Diploma of Business
(CRICOS Code: 084214B, 52 Weeks)

Bachelor of Business
(CRICOS Code: 084215A, 156 Weeks)

Major in:

Professional Accounting

Business Management

Communication and Public Relations

Bachelor of Information Technology (Software Development)
(CRICOS Code: 109366J, 156 Weeks)

Graduate Certificate in Business (CRICOS Code: 099229E, 26 Weeks)

Graduate Diploma of Business (CRICOS Code: 115635J, 52 weeks)

Master of Business (CRICOS Code: 115636H, 104 weeks)

Major in:

Accounting

Administration

Information Systems

Commencement Dates

10 March 2025

7 July 2025

3 November 2025

I wish to begin on:

2 March 2026

6 July 2026

2 November 2026

8 March 2027

5 July 2027

1 November 2027

English Language Proficiency (International Students only)

Please attach relevant documents showing your current English language level:

IELTS score _____

PTE score _____

Other (please specify) _____

Do you require an English language course before commencement? Yes No

If "Yes" please specify how many weeks: _____

Are you seeking Recognition of Prior Learning on the basis of your previous studies or work experience?

Yes No If "Yes", you must complete the RPL Application Form available at the Administration Office or at www.ee.edu.au.

EDUCATION BACKGROUND DETAILS

Highest level of education completed. Attach certified photocopies of institute certificates.

Name of examination	Year	Name of Institute
_____	_____	_____
_____	_____	_____

FULL TIME STUDY LOAD

EFTSL (Equivalent Full Time Study Load)

Prior to commencement of studies, students are required to identify their full-time study load, meaning they need to identify whether they want to study based on a trimester- or semester enrolment.

At EEI one EFTSL is calculated as follows:

- Students selecting a fulltime load of 8 subjects (i.e., 48 credit points) across two consecutive semesters in one year (**semester-based enrolment**) for a duration of three years, or,
- Students selecting a fulltime load of 12 subjects (i.e., 72 credit points) across three consecutive semesters in one year (**trimester-based enrolment**) for a duration of two years.

Please select from the following options.

I wish my fulltime study load to be:

Trimester-based
(Fulltime study load of 12 subjects per year for a duration of 2 years)

Semester-based
(Fulltime study load of 8 subjects per year for a duration of 3 years)

SUPPORT SERVICES

Do you need support services during your studies due to a disability or illness?

Yes No

If 'YES', please provide information about your disability / illness:

REFUND OF TUITION FEES

Extract from the Institute's Tuition Fees Payment & Refund Policy:

Tuition fees will be refunded only in the following circumstances:

- If the Institute makes an offer on the basis of incorrect or incomplete information being supplied by the applicant/student, the offer will be withdrawn and any refund will occur at the Institute's discretion.
- Where a student, after accepting an offer of a place, gives written notice more than 1 month before commencement of the teaching period, that they will cancel their place in the course, the tuition fees paid for the trimester are refundable in full. However, an administrative fee of 10% of the tuition fee for one trimester may be charged, as applicable.
- Where a student, after accepting an offer of a place, gives written notice less than 1 month before commencement of the teaching period, that they will cancel their place in the course, 70% of the tuition fees for that trimester are refundable.
- Where a student gives a written notice after the commencement of the teaching period, but before the relevant census date, that they will cancel their place in the course, 50% of the tuition fees for that trimester are refundable.
- Where a student gives a written notice after the commencement of the teaching period and after the relevant census date, that they will cancel their place in the course, no tuition fees for that trimester are refundable.
- Where the Institute refuses to provide, or continue providing, a course to the student because the student:
 - has failed to pay an amount he or she was liable to pay the Institute, directly or indirectly, in order to undertake the course, then the student is not eligible for a refund.
 - breached a condition of his or her student visa or misbehaved, if:
 - before the relevant census date, the tuition fees paid for the trimester are refundable but incurring an administrative fee of 10% of the tuition fee for one trimester;
 - after the relevant census date, the student shall not be eligible for a refund.
- A student who withdraws or defers from a course for whatever reason after the census date shall not be eligible for a refund.
- A student who has his/her visa cancelled after the census date shall not be eligible for a refund, other than as required under related laws, including the ESOS Act. If a student is refused a student visa for the reasons set out in section 28(4) of the ESOS Act, then the provisions of the ESOS Act apply regarding any refund, and not this procedure.

International Students Fees are protected by the Australian Government's Tuition Protection Service (TPS)

Domestic Students Fees are protected by membership of ACPET'S ASTAS scheme.

More details on all of EEI's Policies and to view the Tuition Fees Payment & Refund Policy in full, visit www.ee.edu.au.

AGREEMENT

I have read and understood the prospectus and the conditions of enrolment set out in the application form. I have read and agree to the attached fee schedule. I acknowledge and agree to the conditions of enrolment relating to Refund of Tuition Fees.

I declare that all information given is true and complete. I authorise Elite Education to obtain further official records if necessary, from any educational institution I have attended.

Student Signature: _____ Date: _____ Day/ _____ Month/ _____ Year

For student under the age of 18, a parent's signature is required

Parent Signature: _____ Date: _____ Day/ _____ Month/ _____ Year

Please note that applications cannot be processed without a signature on this form.

OFFICE USE ONLY

Date: _____ Applicant ID: _____

Accept Reject

Placement Offer

Letter Sent

Assessed by: _____

Information collected on the form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2007, to ensure student compliance with the condition of their visa and their obligation under Australian immigration laws generally. The authority to collect the information is contained in the Education Services for Overseas Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007. Information collected about you on this form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Assurance Scheme and the ESOS Assurance Fund Manager. Information collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law.