

Newtown Primary School International Education Program and Handbook



*At Newtown
Primary School we
believe that every
individual will
learn and flourish
with the support of
a committed team.*

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About Geelong

Geelong



Geelong viewed across Corio Bay from The Esplanade Drumcondra in 2010.



Coordinates	38°09'0"S 144°21'0"E
Population	215,000 (2011) ^[1] (12th)
• Density	1,873/km ² (4,851/sq mi)
Established	1838
Postcode(s)	3220
Area	114.8 km ² (44.3 sq mi) ^[2] (2011 Census UCL figure)
Time zone	AEST (UTC+10)
• Summer (DST)	AEDT (UTC+11)
Location	72 km (45 mi) SW of Melbourne
LGA(s)	City of Greater Geelong
County	Grant
State electorate(s)	<ul style="list-style-type: none"> • Geelong • South Barwon • Lara • Bellarine
Federal Division(s)	<ul style="list-style-type: none"> • Corio • Corangamite

Mean max temp	Mean min temp	Annual rainfall
19.6 °C 67 °F	9.4 °C 49 °F	552.7 mm 21.8 in

Geelong is the second most populated area in the Australian state of Victoria.

Located 75 kilometres (47 mi) south-west of the state capital, Melbourne, the port city is situated around Corio Bay and the Barwon River.

The metropolitan has an estimated population of 160,891 people.^[1]

It is the administrative centre for the City of Greater Geelong municipality.

Climate

Geelong has stable weather while still offering four distinct seasons.¹ It has a temperate oceanic climate with dominant westerly winds, variable cloud, moderate precipitation, warm summers and mild to cool winters.

January is the hottest month and July is the coldest. The average annual rainfall is around 520 millimetres (20.5 in).

Education

Geelong is served by a number of public and private schools that cater to local and overseas students. Over 40,000 primary and secondary students are enrolled in schools in Geelong, with another 27,000 students enrolled in tertiary and further education courses.

Transport

Geelong is serviced with an efficient public transport service.

Bus travel allows easy access around Geelong and to outlying areas.

Trains run regularly to Melbourne and the western district.

Facilities close to the school

Safeway Supermarket – 200m

e-Health Medical Clinic – 300m

Central Business District – 2km

Library – 1km

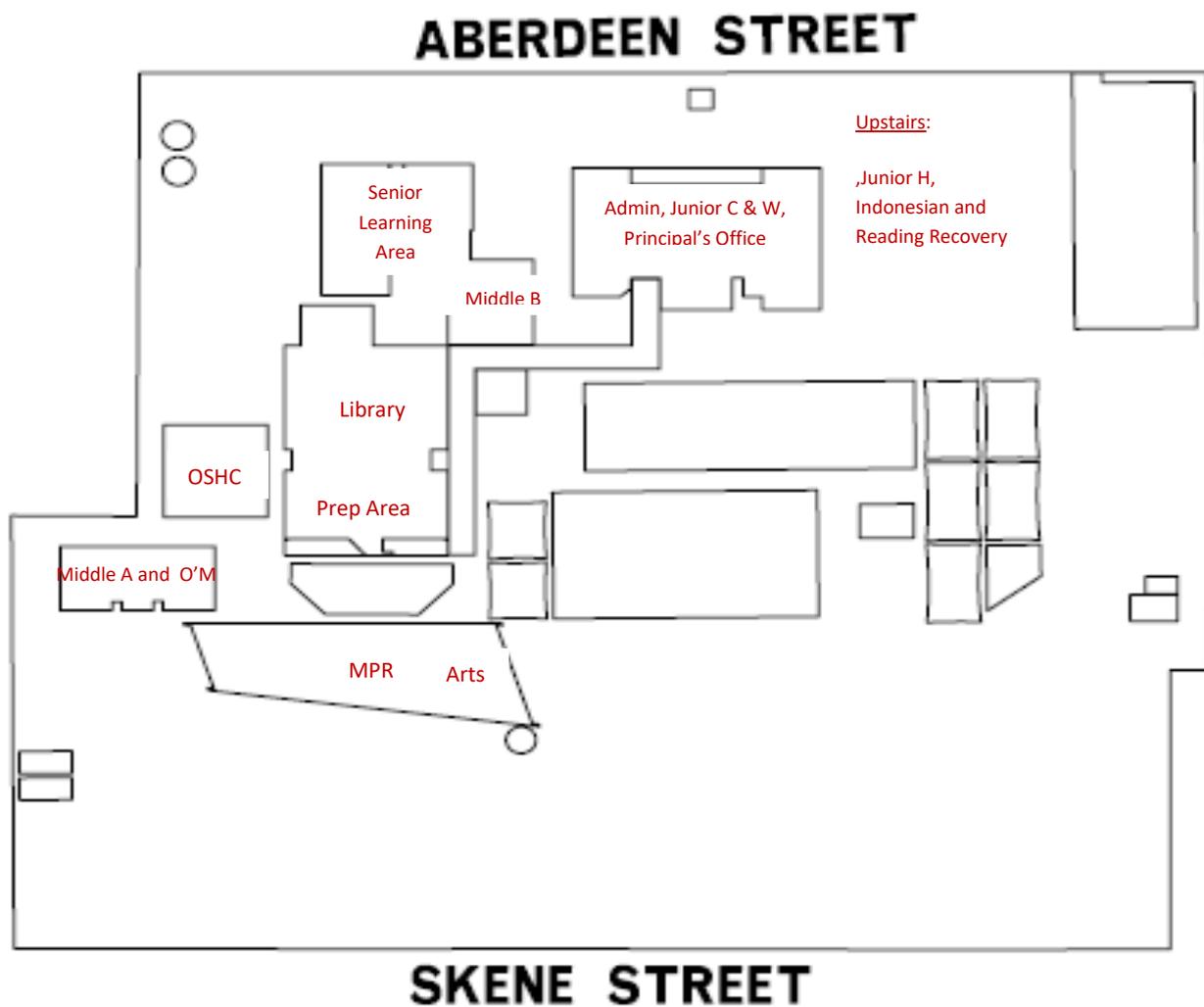
Contact Details

Newtown Primary School
Aberdeen St, Newtown
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mob 0407040535
fax 52211664
newtown.ps@edumail.vic.gov.au

Principal: Amanda Hay
Business Manager: Judith Teasdale
Assistant Principal: Jarrod McKinnis

International School Co-ordinator : Amanda Hay

Map of the School



SCHOOL PROFILE

At Newtown Primary School we believe every individual will learn and flourish with the support of a committed team.

Newtown Primary School has a strong culture of RESPECT with particular emphasis on respect for self, respect for others, respect for learning and respect for the environment.

Our school has a strong record of performance in both Literacy and Numeracy. Students have personal commitment to their learning by participating in setting learning goals and monitoring their and this was reflected in our NAPLAN results. Progress is celebrated across the school as students set, monitor and celebrate achieving learning goals. Additional programs are offered in the areas of Physical Education, the Arts and Indonesian. A literacy intervention program ensured additional support is given to students across the school in reading and writing.

The Newtown community is active in our school at many levels. From the formal School Council structure through to student led conferences and informal community picnics, the community demonstrates a close connection to the school.

Our school buildings and grounds are a source of great pride, as our entire community work together to keep these learning spaces safe and attractive.

In recent years, cultural diversity has become a feature of our school. Students from New Zealand, Nigeria, Korea, India and China participate fully in our school program and enrich our lives through their generous sharing of the culture of their mother country.

Newtown Primary School is accredited to deliver education to International students and we explicitly plan for their academic progress and wellbeing. Accreditation is provided through the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS Provider Code: 00861K).

Newtown Primary School had an enrolment of 254 student. This represents a solid interest in our school in a settled community serviced by a number of government and independent schools.

Newtown Primary School has 13.9 teaching staff (including 1 Assistant Principal and 1 Principal) and 3.1 (EFT) Education Support Staff.

During 2017 our school will implement a BYOD program aimed at enriching and augmenting learning opportunities through the use of digital technology.

SCHOOL FACILITIES

- **11 classrooms** each equipped with an interactive whiteboard, desktop computers or netbooks and iPads.
- Library stocked with quality fiction and non-fiction material
- **Computer lab** containing 25 desk top computers.
- Spacious and well-lit **Arts facility**
- Modern **Multi-purpose facility**
- Well-equipped **sports store**
- Attractive school grounds with expansive **natural grass playing fields**
- **Vegetable garden** maintained by students
- **Active and welcoming school community**

ATTENDANCE

Regular attendance at school is a very important habit to develop but in the case of unavoidable absence, a written note is required. The law in the State of Victoria is very clear about the requirement of children to attend school. Schools can be asked to furnish evidence in court on a child's attendance. The school's roll is therefore an important legal document. It is not OK to be away.

International Students are expected to maintain a high attendance rate in order to fulfil visa conditions. Attendance is marked twice daily and uploaded into e-cases. Attendance reports are printed and monitored each week

Attendance thresholds and actions are as follows:

% attendance threshold	Days absent in 1 term	Actions
90%	4.5 days	Implement an intervention strategy involving parents.
85%	6.75 days	Implement the intervention strategy; include counselling and negotiating a student contract.
80%	9 days	Notify International Education Division to meet ESOS National Code requirements and visa conditions

COMPLAINTS

Should families be dis-satisfied with any aspect of their schooling arrangements they are urged to contact the school to discuss these matters with the principal and Well-being Team. If a satisfactory resolution cannot be found, families should contact International Education directly. Contact details are: phone +61 3 9637 2990 or email international@edumail.vic.gov.au

COUNSELLING SERVICES

Newtown Primary School offers a range of wellbeing services. These include access to social workers, psychologists, speech therapists, counselling. Referrals can be made through the school Wellbeing Co-ordinator or the school Principal.

CURRICULUM

We plan using the Victorian Curriculum, beginning at Level F (Foundation/Prep) to Level 10. Teaching and learning programs are devised by staff to ensure that the core areas of English and Mathematics are taught each day (prescribed 10 hours of literacy and 5 hours of numeracy per week). Specialist areas of The Arts, Indonesian and Physical Education are conducted on a weekly basis by specialist teachers. Integrated Inquiry Units are developed by teaching teams each term, as per our school wide 3 year integrated studies planner. This enables students to broaden their understandings in the remaining curriculum areas as well as linking with English and Mathematics where possible.

All teachers are required to maintain a record of procedure and to instruct students accordingly.

Content is developed within the following Victorian Curriculum Learning Areas - The Arts, English, Health and P.E, Humanities, Languages, Mathematics, Science and Technology.

These learning areas are designed to reinforce the importance of a discipline-based approach to learning, where learning areas are regarded as both enduring and dynamic.

For the Arts, the Humanities and the Technologies, students engage in and through disciplines, which provide content descriptions and achievement standards.

Capabilities

The Victorian Curriculum F–10 includes capabilities, which are a set of discrete knowledge and skills that can and should be taught explicitly in and through the learning areas, as opposed to being taught as separate learning areas themselves. The Victorian Curriculum F–10 provides content descriptions and achievement standards in the four capabilities.

The four capabilities in the Victorian Curriculum F–10 are:

- Critical and Creative Thinking
- Ethical
- Intercultural
- Personal and Social

Cross-curriculum priorities are embedded in all learning areas. They will have a strong but varying presence depending on their relevance to the learning areas:

- [Aboriginal and Torres Strait Islander histories and cultures](#)
- [Asia and Australia's engagement with Asia](#)
- [Sustainability.](#)

GENERAL CARE AND SAFETY

ACCIDENTS

If a student has an accident at school the teacher on duty will bring the student to the first aid room (if possible) and the student will be assessed by qualified staff. The parents will be notified if required, and the incident will be recorded.

***All head injuries are considered serious and parents must be notified to collect their child from school.

BIKES

It is recommended that only children in grades 3-6 ride bikes to school. Children **below Grade 3 level** are asked **not to ride** a bike to school unless accompanied by an adult.

Any bike brought to school must be locked in an appropriate place and is the responsibility of the owner. Bikes should be regularly checked for road worthiness, and protective headgear is compulsory. **Helmets are compulsory.**

HEALTHY HABITS

Help your child to learn to attend to their own toilet needs before they come to school. Flushing the toilet and washing hands after using the toilet should become a habit. We would ask all parents to make every effort to ensure their child/children attend school every day. However, please keep your child home if they have a temperature, cold or cough or signs of contagious diseases.

Inform your teacher of any unusual health condition.

All absences must be explained by completing an absence form on return to school.

MEDICATION

Teachers are not to administer medication to students. Clear written instructions as to the dosage and frequency of medicine on a School Medication Proforma must be left at the school office. Students need to come to the office for all medication.

We are fortunate in having the services of staff who are qualified First Aid Assistants.



(Level 2) The school has a Sick Bay.

In the event of accidents, emergencies or illnesses, parents are contacted immediately for children to be taken home. For this reason, it is most important that files be kept up to date with any changes of addresses, phone numbers etc., and that two (if possible) contact numbers be given. Please notify the Office immediately any changes occur.

NOTE - School is **NOT** the place for children who are ill.

NUT FREE

We aim to be a 'Nut Free' school due to children at the school that have nut allergies. If your child has any allergies, please let the class teacher know.

SCHOOL CROSSING

We have a supervised school crossing in Aberdeen St and the Intersection of Shannon Ave and Aberdeen St. Many of our children need to cross the road at Skene St. We urge you to talk to your child about the purpose and rules of the school crossing. Please observe the Road Laws and exercise care about dropping and picking up your child adjacent to the school crossing.



*Crossing supervisors have the authority to report blatant law breakers

SUNSMART

Students are encouraged to be sun-smart at all times. We have plenty of shade areas and programs are introduced to encourage sun-smart activities. Wide brimmed school hats are compulsory during term 1 & 4 – No Hat No Play.

See Sunsmart Policy for details.

GENERAL ORGANISATION

SCHOOL BELL TIMES:

Students will be supervised continually from 8.50am to 3.45pm. They should not be in the school grounds outside these times unless attending Outside School Care or another approved activity.

8.50 – 9.00	Students arrive at school
9.00 – 11.00	Teaching and Learning time
11.00 – 11.30	Supervised recess time
11.30 – 1.30	Teaching and Learning time
1.30 – 1.40	Supervised lunch eating in the classroom or the school yard
1.40 – 2.30	Supervised lunch recess time
2.30 – 3.30	Teaching and Learning time
3.30 – 3.45	Students leaving the school grounds

TERM DATES - 2020

TERM 1 28th January (teachers start) 29th January (students start) – 24th March

TERM 2 14th April – 26th June (NAPLAN May 15, 16, 17)

TERM 3 13th July – 18th September

TERM 4 5th October – 19th December (students) 20th December (staff)

STUDENT FREE DAYS 2020

January 28 – Teachers commence work

tba – Curriculum Day

July 23 – Student-led Conferences

December 20 – Last day of the year

HOMWORK

Homework should be viewed as a means of stimulating parental involvement and as a benefit to the student socially and academically through the meaningful extensions of tasks and assignment instigated initially in the classroom.

See - Homework Policy for details

INTERVENTION STRATEGIES

Intervention strategies are available and actioned at time of need. These include:

Reading Recovery assistance for student achieving below the expected level in reading at Year 1

Individual Learning Plans to support students achieving more than a year above or a 1 year below the expected level at any time.

English as an Additional Language support for students who have been in Australia for less than 6 months. This is either provided through our school staff or through specialist teachers from the Geelong English Language centre.

Counselling Services provided through our Wellbeing team.

LEGAL RIGHTS

Consumer Rights - <https://www.accc.gov.au/consumers/consumer-rights-guarantees>

The Australian Consumer Law sets out consumer rights that are called consumer guarantees. These include your rights to a repair, replacement or refund as well as compensation for damages and loss and being able to cancel a faulty service.

Legal Aid - <http://www.legalaid.vic.gov.au/>

Legal Aid help people with their legal problems.

They focus on protecting the rights of Victorians and representing those who need it the most.

LUNCH ORGANISATION

School does not provide lunch for students.

Lunches are prepared at home and sent to the school with the student.

The bell that rings at 1.30pm signals the start of supervised lunches in rooms. The students are then dismissed to play at 1.40pm. Children who have not finished lunch must remain seated in the eating areas until they do.

As the lunch break is later, children are encouraged to have a substantial snack (or ½ of their lunch) at morning recess at 11am.

Many classes have a 'fruit snack' at 10am.

Lunches -

Pack a simple, realistic lunch for your child, with food that they like.



Generally speaking, finger foods are most easily managed. One round of sandwiches is usually sufficient, followed by a small piece of fruit. Uneaten food is encouraged to be taken home. Food that requires heating at school is not encouraged.

Milk Drinks - These are not advisable during hot weather, as we have no refrigeration.

Soft Drinks - They do not comply with our Healthy Eating Schools program and so we ask parents not to provide these. Small "Fruit Boxes" may be a useful alternative. Drinks in glass containers are not permitted at school.

Water bottles are permitted in classrooms.

Type of Lunch-Box - The design of the lunch box is extremely important. There are so many gimmicky types available. Many have lids which are too hard for children to close. We advise you to consider your choice carefully.

Going Home for Lunch - Children are permitted to go home for lunch, but not by themselves. Students must be signed out by a parent/guardian at the school office. Children are **NOT PERMITTED** to leave the school grounds to buy their lunch. (See also "Spending Money").

NUDE FOOD IS ACTIVELY ENCOURGED.

REPORTING TO PARENTS

- ✓ A "Getting to know you/information" evening is conducted early in the year.
- ✓ Written reports are written by teachers using the school's report forms each June and December. They must reflect the student's skills and achievements as recorded through accountability documentation such as Victorian Curriculum. Teachers will ensure they reflect an accurate picture of the student's development both academically and socially. Reports will follow the department guidelines.
- ✓ Student led interviews will be held in the middle of the year. These interviews focus on goals the student has set for themselves and reflections on how they have been achieved.
- ✓ Teachers are available at any time to meet with parents or carers. Please contact the school to arrange a mutually convenient time.

RESPECT

Our school value is RESPECT – for self, others, learning and the environment

VISA CONDITIONS

See Appendix attached.

International Student Orientation Program Checklist



Student Name: _____ Student ID: _____

- *Host school information (facilities and resources)
- *Locality/services information (public transport, locality map, shopping hours, general costs)
- *Information about Geelong/Victoria
- *Information about Australian culture and customs
- Healthcare / general safety information / Pedestrian safety
- *Booklist/course selection list
- *List of school dates
- Student diary
- Emergency/After hours contact details list
- Student Code of Conduct (to be signed by student)
- *Translated visa conditions (to be signed by student)
- *Translated Key Policies document (to be signed by student)
- Dispute resolution procedures
- Conduct school tour
- Purchase uniform
- Introduction to fellow students
- Introduction to staff (incl. Wellbeing coordinator, school chaplain etc).
- Allocate a buddy
- Observe class
- Obtain proof of health cover.

*Can be given as part of pre-arrival orientation

Orientation complete

International Student Coordinator signature: _____

Date: _____

Student signature: _____

Date: _____

Newtown Primary School
International Student Annual Survey



Please complete the following survey and return it to Amanda Hay
Please tick the box according to how much you agree or disagree with each statement.

	Agree	Not sure	Disagree	Not Applicable
1. Care arrangements				
I have regular contact with the ISC				
I have regular contact with a welfare support person				
I feel well cared for by my homestay parent				
I am able to contact an adult from the school to help me				
I am able to find assistance if I need it				
My parents regularly receive reports about me				
2. School services & support				
I am able to talk with the ISC				
I am able to find a translator if I need one				
I am able to get help with my work				
I am able to speak with a counsellor if I need to				
3. Accommodation & homestay				
My homestay family cares for me				
My homestay is comfortable				
The food in my homestay is good				
The house rules in my homestay are clear to me				
I know what to do if I have a problem in my homestay				
4. Academic & school program				
I am able to approach teachers if I do not understand the work				
I am able to find help with my work if I need it				
I can talk with the ISC about my work if I need to				
I have the equipment I need				
I have activities in which to participate if I would like to				
I have participated in camps/trips/excursions/sports				
5. Orientation program - Please only complete this if you have arrived at Newtown PS this year				
I had information about this school before I arrived				
I knew what to expect when I arrived at Melbourne Airport				
Transportation to the school/homestay was arranged				
I was shown around my local area				
I was helped to understand banking, transport, telephone etc				

Report to Newtown School Community International Students



About Our School

Achievement	Engagement	Wellbeing

For more detailed information regarding our school please visit our website at

<http://www.newtownps.edu.au>

DIAC Student Visa Conditions

Current visa conditions can be found on the DIAC website at:
<http://www.immi.gov.au/students/visa-conditions-students.htm>

Mandatory Conditions

The following table describes the mandatory conditions that are attached to **all** Student visas in the following subclasses.

No.	Subclasses	Description
8105	<p>All</p> <p>Mandatory only where Student visa granted on or after 26 April 2008</p> <p>Discretionary where Student visa granted before 26 April 2008</p>	<p>You cannot work more than 20 hours per week* when your course is in session (other than work which has been registered as a part of the course).</p> <p>Note: No work limits apply during recognised periods of vacation offered by your education provider.</p> <p>You cannot undertake work until you have commenced your course in Australia.</p> <p>*A week begins on a Monday and ends on the following Sunday.</p>
8202	All	<p>You must remain enrolled in a registered course (unless you are an AusAID/Defence student or secondary exchange student in which case you must maintain full-time enrolment in your course of study or training).</p> <p>Note: a registered course is one that is on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS).</p> <p>See: CRICOS website</p> <p>You must maintain satisfactory attendance in your course and course progress for each study period as required by your education provider.</p>
8501	All	<p>You must maintain adequate arrangements for health insurance during your stay in Australia.</p> <p>Note: Under policy, this means that you must maintain Overseas Student Health Cover (OSHC).</p>
8516	All	<p>You must continue to satisfy the requirements for grant of your student visa. This means, for example, that your main course of study must continue to be a course in the education sector that matches your student visa, and that you must continue to have sufficient financial capacity to support your study and stay in Australia.</p>
8517	All	<p>You must maintain adequate schooling arrangements for your school-age dependents who joined you Australia on a student</p>

		dependent visa for more than 3 months.
8532	All (except 576)	<p>If you have not turned 18 you must maintain adequate arrangements for your accommodation, support and general welfare for the duration of your stay in Australia.</p> <p>To maintain adequate arrangements for welfare you must stay in Australia with:</p> <ul style="list-style-type: none"> • your parent or legal custodian or • a relative who has been nominated by your parents or custodians who is aged over 21 and is of good character or • accommodation, support and general welfare arrangements that have been approved by your education provider. <p>Note: You must not change those arrangements without the written approval of your education provider. If your welfare arrangements are approved by your education provider you must not travel to Australia until your welfare arrangements are due to commence.</p>
8533	All	<p>You must notify your education provider of your residential address in Australia within 7 days of arriving in Australia. You must notify your education provider of any change in your residential address within 7 days of the change. You must notify your education provider of a change of education provider within 7 days of receiving the electronic Confirmation of Enrolment certificate or evidence of enrolment.</p>
8534	<ul style="list-style-type: none"> • 570 • 572 • 573 • 574 • 575 <p>Assessment Level 3 and 4 applicants only, where the course duration is 10 months or less.</p>	<p>You are not entitled to be granted a further substantive visa, other than:</p> <ul style="list-style-type: none"> • a Student visa with Permission to Work Note: if you apply for and are granted Permission to Work, this will change only the work conditions on your Student visa, all other conditions will remain the same including 8534 • a further Student Guardian visa or • a visa to engage Australia's obligations under the 1951 United Nations convention relating to the status of refugees.
8535	576	<p>You are not entitled to be granted a further substantive visa, other than:</p> <ul style="list-style-type: none"> • a Student visa with permission to work Note: if you apply for and are granted permission to

		<p>work, this will change only the work conditions on your Student visa, all other conditions will remain the same including 8535</p> <ul style="list-style-type: none"> • a Student visa that is supported by the sponsoring government agency or • a visa to engage Australia's obligations under the 1951 United Nations convention relating to the status of refugees. <p>Note: The effect of this visa condition is that, except in extremely limited circumstances, it will not be possible for you to remain in Australia beyond the date authorised by your visa.</p>
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Discretionary Conditions

The following table describes the discretionary conditions relating to each subclass that **may** be attached to a Student visa.

No.	Subclasses	Description
8101	All	<p>You cannot work in Australia.</p> <p>Note: You may apply for a new Student visa with Permission to Work when you have arrived in Australia and commenced your course.</p> <p>See: Working While Studying</p>
8203	<ul style="list-style-type: none"> • 573 • 574 • 576 	<p>You must not change your course, or your thesis or research topic, unless the department has granted approval.</p>
8204	<ul style="list-style-type: none"> • 570 • 571 • 572 • 575 	<p>You must not undertake or change a course, or a thesis or research topic for a:</p> <ul style="list-style-type: none"> • graduate certificate • graduate diploma • masters degree • doctorate <p>or</p> <ul style="list-style-type: none"> • a bridging course required as a prerequisite to a course of study or research for a master degree or a doctorate. <p>unless the department has granted approval.</p>
8303	All	<p>You must not become involved in any activities that are disruptive to, or in violence threaten harm to, the Australian community or a group within the Australian community.</p>

8523 All

Your family unit members must not leave Australia later than you.

You are **not** entitled to be granted a further substantive visa, other than:

- a Student visa with Permission to Work
Note: if you apply for and are granted Permission to Work, this will change only the work conditions on your student visa, all other conditions will remain the same including 8534
- a Graduate-Skilled (subclass 497) visa
- a further Student Guardian visa
or
- a visa to engage Australia's obligations under the 1951 United Nations convention relating to the status of refugees.

8534 All (except
576)

Note: The effect of this visa condition is that, except in extremely limited circumstances, it will not be possible for you to remain in Australia beyond the date authorised by your visa.

You are **not** entitled to be granted a further substantive visa, other than:

- a Student visa with permission to work
Note: if you apply for and are granted permission to work, this will change only the work conditions on your student visa, all other conditions will remain the same including 8535
- a Student visa that is supported by the sponsoring government agency
or
- a visa to engage Australia's obligations under the 1951 United Nations convention relating to the status of refugees.

8535 All (except
576)

Note: The effect of this visa condition is that, except in extremely limited circumstances, it will not be possible for you to remain in Australia beyond the date authorised by your visa.

2017 International Student Tuition and Other Fees

Victorian Government Schools
Department of Education and Training



Course*	Grades	Annual Fee (Australian Dollars)
Standard Tuition Fee		
Primary	Prep–Grade 6	\$11,029
Junior Secondary	Years 7–10	\$14,637
Senior Secondary	Years 11–12	\$16,400
Dependants of Overseas Students Studying in Victoria		
Primary	Prep–Grade 6	\$8,856
Junior Secondary	Years 7–10	\$11,726
Senior Secondary	Years 11–12	\$13,161
Standard Sibling (second or subsequent children)**		
Primary	Prep–Grade 6	\$9,922
Junior Secondary	Years 7–10	\$13,243
Senior Secondary	Years 11–12	\$14,801
Victorian College of the Arts Secondary School		
Junior Secondary	Years 7–10	\$19,803
Senior Secondary	Years 11–12	\$22,263
Victorian School of Languages		
Non-Government / TAFE Colleges		\$1,271
Other Service Fees (non-refundable)		
Application Fee		\$263
Arrival Support Fee***		\$155
Accommodation Placement Fee***		\$277
School Transfer Fee		\$649
Enrolment amendment fee		\$263

* Please note that in many cases, should students cancel or withdraw from their course, an administration charge will apply

** Available only to those students who were already entitled to the sibling rate as at December 2008

*** GST inclusive

Tuition fees and other charges are subject to change and may vary from year to year. Any increase in fees during the period of study will apply to new and continuing students and will be included in subsequent invoices.

For further information, please contact:

International Education Division
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East Melbourne, Victoria 3002
Australia

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Fax: +61 3 9637 2184
Email: international@edumail.vic.gov.au

