

# EUROCENTRES

## Language Learning Worldwide

### EUROCENTRES AUCKLAND COURSE FEES & DATES 2010

Enrolment Fee for all courses \$170

#### Basic (Core Programme)

Course length - 2-12 weeks

**Levels available** - beginner to advanced (Eurocentres level 0-9)

**Programme** - 20 lessons of General English per week

**Start dates** - every Monday (or Tuesday if a Monday is a public holiday)

2-11 weeks                   **\$298 per week**  
12 weeks                   **\$288 per week**

#### Specialised Intensive

Course length - 2-50 weeks

**Levels available** - beginner to advanced (Eurocentres level 0-9)

**Programme** - 20 lessons of General English per week, plus 5 specialised afternoon lessons per week

**Start dates** - every Monday (or Tuesday if a Monday is a public holiday)

2-11 weeks                   **\$372 per week**  
12+ weeks                   **\$362 per week**

#### Specialised Super-Intensive

Course length - 2-50 weeks

**Levels available** - beginner to advanced (Eurocentres level 0-9)

**Programme** - 20 lessons of General English per week, plus 10 specialised afternoon lessons per week

**Start dates** - every Monday (or Tuesday if a Monday is a public holiday)

2-11 weeks                   **\$446 per week**  
12+ weeks                   **\$436 per week**

#### One-to-One

Individual 50-minute lessons           **\$84**  
Module of 5 50-minute lessons       **\$336**

#### Academic Semester or Year Programme (ASP/AYP)

Course length - 24 weeks, 36 weeks or 48 weeks

**Levels available** - beginner to advanced (Eurocentres level 0-9)

**Programme** - 20 lessons of General English per week, plus 5 or 10 specialised afternoon lessons per week

**Start dates** - every Monday (or Tuesday if a Monday is a public holiday)

**ASP 24 weeks**  
25-lesson course                   **\$7,848**  
30-lesson course                   **\$9,432**

**ASP 36 weeks**  
25-lesson course                   **\$11,772**  
30-lesson course                   **\$14,148**

**AYP 48 weeks**  
25-lesson course                   **\$15,696**  
30-lesson course                   **\$18,864**

#### English Plus Courses

**International Flight Attending**  
12-week course                   **\$5,795**

**Barista Training**  
2-day weekend course               **\$500**

**Yachting for Beginners**  
10-hour course                   **\$650**

#### Accommodation and Other Fees

Accommodation placement fee       **\$170**  
Homestay weekly fee               **\$210**  
Twin homestay weekly fee (per person) **\$175**  
Homestay extra night               **\$30**

\*Student Residence shared  
apartment weekly fee               **\$220**

\*Student Residence private  
studio weekly fee                   **\$340**

Airport pick up (one way)           **\$90**  
Course/Accommodation change fee **\$135**

\*See Conditions of Enrolment - clause 6.6

#### Examination Fees

Cambridge	<b>\$290*</b>
IELTS	<b>\$340*</b>
TKT	<b>\$230*</b>
TOEIC	<b>\$180*</b>

\*Examination fees are approximate and may be subject to change.

**Cambridge Exam Preparation start dates:**

**FCE - 12 weeks**  
January 11\*, March 22, September 13

**CAE - 12 weeks**  
March 22, September 13

**TKT/TESOL - 6 weeks**  
January 25, April 12, July 12, November 1

\*9-week course

#### New Zealand Public Holidays

Eurocentres Auckland is closed at weekends and on the following public holidays in 2010:

Friday January 1  
Monday January 4 (School opens & classes start)  
Monday February 1  
Friday April 2  
Monday April 5  
Monday June 7  
Monday October 25  
Monday December 27  
Tuesday December 28

#### Christmas Holiday 2010-2011

Eurocentres will close for Christmas from Friday December 24 2010. The school will open again on Tuesday January 4 2011.

## How to Enrol

1. Students should read the Conditions of Enrolment and be familiar with the Code of Practice before enrolling.
2. Please send the signed and completed enrolment form to Eurocentres Auckland by fax to +64 9 379 8713 or by email to [info@eurocentres.co.nz](mailto:info@eurocentres.co.nz)  
If the student is under 18 the student's parent must sign the enrolment form. The parent must also give his or her full address.
3. Once the enrolment form is received Eurocentres Auckland will send an invoice stating the fees to be paid. Eurocentres Auckland will also send a Letter of Confirmation, plus homestay details if the student has booked host family accommodation through Eurocentres.
4. Please send fees either by telegraphic transfer or bank cheque. Once full payment has been received a receipt will be sent, plus an Offer of Place if the student requires a Student Visa.

### Eurocentres Auckland bank Trust Account details:

Bank: Bank of New Zealand

Account name: NZ ENGLISH CENTRES LIMITED  
T/A EUROCENTRES NZ TRUST ACCOUNT

Account number: 02-0800-0175159-002

BNZ Swift Code: BKNZNZ22

## Conditions of Enrolment

### Courses

- 1.1 Eurocentres Auckland reserves the right to change course arrangements without prior notice.

### Payment of Fees

- 2.1 Course fees, accommodation fees (if applicable), and insurance premiums shall be payable 6 weeks before commencement of the course or immediately where enrolment is less than 6 weeks prior to the course starting date. All fees and extensions are payable in advance.
- 2.2 Students should provide proof of payment on the first day of the course.
- 2.3 All fees are calculated in complete weeks and any part of a week is counted as a full week. No compensation is given for public holidays when the school is closed.

### Cancellation and Refunds

- 3.1 Eurocentres Auckland reserves the right to alter its refund policy in the event of a change to New Zealand legislation.
- 3.2 Cancellation of an enrolment should be received in writing. If the enrolment is cancelled before the nominated starting date, fees will be refunded except for the enrolment and homestay placement fees or 10% of payment, whichever is the lesser.
- 3.3 For courses of up to four weeks if the student withdraws within the first two days of the course 50% of the tuition fees will be refunded.
- 3.4 For courses of five to eleven weeks if the student withdraws within the first five days of the course 75% of the tuition fees will be refunded.
- 3.5 For courses of twelve weeks or more if the student withdraws within the first seven days after the first day of study, the fees will be refunded except for NZD 500 or 10%, whichever is the lesser.
- 3.6 After the above withdrawal deadlines no fees except for unused homestay fees will be refunded (see clause 6.4). We do not refund fees or give a free extension of the course if the student:

- does not turn up or arrives late for the course without notifying the school
- takes time off during the course
- leaves before the course is finished
- does not participate in all of the lessons that make up the subject matter of the language course

We do not give extra weeks of the Basic course in place of pre-paid Intensive or Super-Intensive study. If the student upgrades to an examination course during his/her enrolment he/she cannot use pre-paid fees to upgrade and therefore shorten his/her booking. If the student has requested a Eurocentres arranged insurance policy, a refund of this fee is not automatic and is dependent on the insurance company's ruling.

### Change Fee

- 4.1 If the student requests a change of school, course date or type of accommodation after the course has begun at Eurocentres, a change fee of NZD 135 will be payable at the time the change is requested. For ASP/AYP courses the change fee is NZD 400. This will not be charged when a student extends his/her course.
- 4.2 If the student books an airport pick up, and subsequently changes his/her flight arrival details without notifying Eurocentres Auckland, the student will be charged a NZD 30 penalty fee, in addition to the NZD 90 airport pick up fee.

### Student Fee Protection

- 5.1 Eurocentres Auckland complies with the NZQA requirements to protect student fees. Student fees are not at risk in the event of the closure of Eurocentres Auckland. Fees received are placed in a trust account and the trustee's contact details are: Neil Stevenson, Neil Stevenson and Co Ltd., 322 Riccarton Road, Christchurch. Phone: + 64 3 341 2013, Email: [neils@nls.co.nz](mailto:neils@nls.co.nz)
- 6.1 Students under 18 must stay with a Eurocentres host family unless an indemnity document is signed by parents designating a legal caregiver. Students under 18 must have signed permission from parents to travel.
- 6.2 4 weeks' homestay must be paid in advance with a first-time enrolment.
- 6.3 If the student changes accommodation, Eurocentres Auckland must be informed of the student's new address.
- 6.4 If the student leaves the homestay for a short period during the course, the homestay charges must still be paid. During the Christmas period students who are staying with host families will pay the standard weekly fee of NZD 210. Those students choosing to travel during this period and return to the same family will be required to pay a weekly NZD 70 retainer.
- 6.5 Homestay accommodation may be terminated or changed, subject to 1 week's notice to end on a Saturday. Notice of termination shall be sent in writing to Eurocentres exclusively. A change/cancellation fee of NZD 135 will be charged. If the student leaves homestay accommodation before the end of the notice period, he/she shall not be entitled to a refund of payments already made.
- 6.6 The student must be prepared to leave homestay when he/she has finished his/her studies at the school.
- 6.7 Students using the Student Residence must pay a bond of NZD 400 to the residence on arrival. On departure this bond will be returned to the student, minus a cleaning fee of NZD 60, provided the apartment is left in good condition. Minimum stay is 4 weeks at Student Residence.

### Attendance and Behaviour

- 7.1 The student shall be responsible for choosing a language course that corresponds to his/her abilities.
- 7.2 The student undertakes to attend the course personally, to arrive punctually and to take part in lessons.
- 7.3 Eurocentres reserves the right to expel students, without a refund, for not complying with the conditions of enrolment, for irregular attendance or negative behaviour that adversely affects other course participants. Students need to attend 80% of their course to gain a Eurocentres completion certificate.
- 7.4 Eurocentres Auckland will inform the New Zealand Immigration Service of any breach of visa/ permit conditions.
- 7.5 The student hereby confirms that the information provided at the time of enrolment is true and accepts that he/she may be expelled from the language course at any time should a misrepresentation be evident. In such an event, no refund will be given.
- 7.6 The student must behave considerably both at the school and in homestay, and must obey the laws of New Zealand including New Zealand's driver licensing requirements and Road Code.

### Data Protection

- 8.1 We record a student's personal data if he/she makes an enquiry, orders a catalogue, asks for an offer, or books a course. The received information shall remain within Eurocentres and is generally not made available to third parties or other organisations. Information is passed on in order to:
  - book accommodation (i.e. host family, residence).
  - book a course or a service on the student's behalf that is provided by a Eurocentres partner company (i.e. partner schools, travel insurance, universities).
  - order the requested brochure as quickly as possible.
  - comply with statutory regulations. In certain cases, we have to submit students' information to the authorities (i.e. immigration authorities, NZQA, Trust Account Manager).Apart from offering a student advice and processing a booking, data may be used for providing students with information about Eurocentres product news. Students should inform us if they do not wish to receive this service.

### Liability & Insurance

- 9.1 Eurocentres Auckland shall not be liable if the services we state we offer cannot be provided for reasons beyond our control.
- 9.2 It is the responsibility of the student to ensure that he/she has adequate medical and travel insurance. Eurocentres Auckland cannot be held responsible for any sickness, injury, damage or loss incurred (including loss of fees) within Eurocentres or on Eurocentres tours and activities.
- 9.3 International students must have appropriate and current medical and travel insurance while studying in New Zealand. Students must provide Eurocentres with evidence of appropriate and current medical and travel insurance. This insurance must cover the full length of time spent in New Zealand. Overseas policies will only be accepted with an English translation and Eurocentres will keep a record of each student's policy.

### Grievance Procedures

- 10.1 If the student wishes to make a complaint, he/she should see the Centre Manager. If the problem cannot be resolved through the Centre Manager, the complaint should be directed to a Director of Eurocentres Auckland. If further resolution is required the student should then contact Eurocentres in Zurich.
- 10.2 Eurocentres Auckland is a signatory to the New Zealand Ministry of Education Code of Practice for the Pastoral Care of International Students. Complaints about fees and staff problems may be made to the New Zealand International Education Appeal Authority (IEAA), C/- Ministry of Education, Private Bag 47-911, Ponsonby, Auckland, Phone: + 64 9 374 5481, Fax: +64 9 374 5403, Email: [info.ieaa@minedu.govt.nz](mailto:info.ieaa@minedu.govt.nz)
- 10.3 Complaints can also be made to the New Zealand Qualifications Authority (NZQA), 125 The Terrace, PO Box 160, Wellington 6015, New Zealand, Phone: +64 4 802 3000, Fax: +64 4 802 3112

**NZ English Centres Ltd trading as Eurocentres Auckland** has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students published by the Minister of Education. Copies of the Code are available on request from this institution or from the New Zealand Ministry of Education website at <http://www.minedu.govt.nz/goto/international>. This course and enrolment information is valid for 2010.



# **EUROCENTRES**

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