

# Temporary Residents Program



## Application Process for Dependents of International Students

### Does the applicant require a Confirmation of Placement to obtain a Dependent Student Visa from the Australian Department of Immigration & Citizenship (DIAC)?

In order to provide evidence of schooling arrangements, the Temporary Residents Unit will issue a 'Confirmation of Placement' document. The Australian Department of Immigration & Citizenship (DIAC) will require the Confirmation of Placement document to process a visa for a dependent of an international student.

The Temporary Residents Unit will require the following documents and payment for each dependent student in order to issue a Confirmation of Placement:

- A completed Temporary Residents Program Application Form.
- A copy of the parent's Confirmation of Enrolment (eCoE) issued by the parent's registered education provider.

Dependents of international students are required to pay Education Fees 12 months in advance. This represents 40 school weeks of school education. All fees are listed in Australian Dollars. Fees are charged on a whole week basis.

The 2009 fee structure for Education Fees for a 12 month (40 school week) period are:

Years K - 6	Primary School	\$4,500.00
Years 7 - 10	Junior High School	\$4,500.00
Years 11 - 12	Senior High School	\$5,500.00

An Administration Fee of \$110.00 is also required for each student for the initial enrolment.

The Administration Fee is non-refundable and is GST inclusive.

These documents can be posted or emailed as an attachment to the Temporary Residents Unit using the contact details provided below.

**Subject to the completion of all requirements (including payment of the Administration and Education Fee) a 'Confirmation of Placement' document will be issued to the applicant for the dependent of the international student.**

In the event an applicant cancels the application for enrolment into a NSW government school, any unused education fees will be refunded to the applicant in accordance with our refund policy. The Administration Fee is non-refundable. In accordance with risk management policy, where fees are paid by credit card in advance for the school aged dependents of international students to allow the issue of a confirmation of placement in support of a visa application, any entitled refund will only be processed back to the same credit card.

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## Procedures once the Dependent Student arrives in New South Wales, Australia:

Once the dependent of the international student arrives in New South Wales the applicant must:

- Contact a NSW government school in the local area close to their residential address.

When the family visits their local government school, they must take the following original documents to the school for copying and certification:

- The “Dependent of International Student Confirmation of Admission” document that was issued to the applicant with the original Confirmation of Placement.
- The dependent student's passport and current valid visa.

The applicant and school principal must complete the “Dependent of International Student Confirmation of Admission” document.

The applicant must request the school to make a certified photocopy of the dependent student's passport and visa.

The applicant must forward the completed “Dependent of International Student Confirmation of Admission” document and a certified photocopy of the dependent student's passport and visa to the Temporary Residents Unit.

These documents can be posted or emailed as an attachment to the Temporary Residents Unit using the contact details provided below.

**Subject to the completion of all requirements, an ‘Authority to Enrol’ document will be generated by the Temporary Residents Unit. The dependent student cannot commence enrolment in a NSW government school until this document has been issued.**

Note: Dependants of international students who have a full scholarship from the Australian Government (AusAID), the Defence Force or a publicly funded Australian higher education institution are exempt from paying fees.

Note: Temporary residents (other than subclass 995 diplomatic) are currently not eligible to enrol in the Conservatorium High School, Selective High Schools including Agricultural High Schools, the selective component of Comprehensive High Schools and Opportunity C (OC) classes in Primary Schools.