



## MARCELLIN COLLEGE

### International Student Tuition Agreement

#### **1. Marcellin College agrees that:**

- a) It will provide tuition for the Student as requested, providing that the student meets our admission conditions for the course.
- b) Provide help, support and guidance to the student during their study at the school.
- c) The school will use its best efforts to ensure the safety, health and wellbeing of the student while at Marcellin College.
- d) The school will provide homestay accommodation, on request.
- e) The school will monitor the homestay and use its best efforts to ensure that the accommodation meets the student's needs.
- f) The school will provide regular reports of the progress of the student to the parents.
- g) The school will observe and be bound by the Code of Practice for the Pastoral Care of International Students published by the Ministry of Education. Copies are available on request or from the website [www.minedu.govt.nz](http://www.minedu.govt.nz)

#### **2 The Parents agree that:**

- a) The student will participate in the full school programme and religious observances that give Marcellin College its Catholic Character.
- b) The student is subject to the rules and regulations of Marcellin College and to the discipline provisions of the New Zealand Education Act 1989.
- c) The student is subject to the conditions of enrolment for International students, as set out in the prospectus and the application form of Marcellin College.
- d) The student will follow any reasonable instruction given by a teacher.
- e) They will provide the school with all academic and medical information about the student and any other information that could have an effect on the student's study and life in New Zealand. This includes notification of any learning disabilities.

- f) That they will give written permission if their child intends to travel within New Zealand. Marcellin College has the right to override the parents' decision if the child's health and safety is at risk and there is inadequate supervision on the trip. Travel to destinations other than in New Zealand will be treated as for travel in New Zealand.
- g) That they will ensure that their child will not extend holidays beyond the regulated dates. Any travelling outside the regulated dates is to be cleared in writing, with the college, and will be dealt with on a case by case basis.
- h) The school has the right to direct the student in their academic course and subject choices using their best judgement and experience.
- i) The school and/or the pastoral support person has the authority to permit the student to participate in extra school activities and school trips.(normal school procedures regarding out of school activities will be followed).
- j) The school has the authority to provide the necessary consents in the event of a medical emergency where it cannot reasonably contact the parents in the necessary time.
- k) **No International student** will travel in a car that is being driven by a driver who is unauthorised to drive under New Zealand law.  
**No International student** is to travel in a car being driven by a driver holding a Restricted Licence.  
**No International student** is to travel as a passenger on a two wheeled motor vehicle or to own or operate a motor vehicle, motor scooter, or motorbike while attending Marcellin College.
- l) That they will notify the school of any change of address or contact details.
- m) The school can discuss information about the student with the student's homestay parent, or designated caregiver, in the same way that the school would discuss such matters with the parents of a New Zealand student.
- n) The school can use information about the student for educational, welfare and medical purposes.

### **Terms and Conditions**

- 1 All fees paid to the school are protected by the Fee Protection policy of Marcellin College.
- 2 Tuition Fees are subject to a refund policy.
- 3 The school's liability in relation to tuition services is limited to the amount of tuition fees paid by the student.
- 4 The student must have a current student visa.
- 5 The student must have full and comprehensive health and medical insurance for their travel and study periods.

- 6 The agreement may be terminated at any time by the parent or the school. The notice of termination must be in writing. If this agreement is terminated the refunds policy shall apply.
- 7 This agreement is subject to the Consumer Guarantees Act 1992 and the Fair Trading Act.
- 8 Parents and students have the right under the New Zealand Privacy Act to have access to any personal information held by the school.
- 9 Students' rights under the New Zealand Privacy Act allow them to ask for confidential help from Health and Guidance counsellors.
- 10 This agreement can be changed by the written agreement of Parents and the school.
- 11 This agreement is made under New Zealand laws. The courts of New Zealand have exclusive jurisdiction.

**Agreement**

I/We have read and understood the terms set out in this agreement and read the attached fees refund conditions and I/We agree to them.

**\* Signed by Parent/s (may be signed by one parent):**

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_

Full Name: \_\_\_\_\_ Full Name: \_\_\_\_\_

Relationship to student: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

**\* Signed by Student:**

Signed \_\_\_\_\_

Full Name: \_\_\_\_\_

Date: \_\_\_\_\_

**\* Signed by Agent (if applicable): I certify that the signatures above are those of the parents' and that this document has not been signed by anyone at our agency.**

Signed \_\_\_\_\_

Full Name: \_\_\_\_\_

**\* Signed by Marcellin College:**

Signed: \_\_\_\_\_ Designation: \_\_\_\_\_

Full Name: \_\_\_\_\_

Date:

School Stamp:

The school will sign this tuition agreement and send a copy back to you.