

Aspiring Language Institute

E-mail: study-at@aspiring.ac.nz Fax: (64 3) 355-3236 Mail: P.O. Box 36-161, Christchurch 8146, New Zealand

General Information

Location: 5 Innes Road, St. Albans, Christchurch 8052, New Zealand
Established: January 1989
Minimum enrolment: 4 weeks Minimum admission age: 18 years
Class size: Maximum 12 students, average 8-9 students

Aspiring Language Institute is registered by the New Zealand Ministry of Education to teach English as a foreign language.

Signatory to the Ministry of Education Code of Practice for the Recruitment, Welfare and Support of International Students.

The Institute is open all year, except for two weeks of Christmas and New Year holidays, and for public holidays. We reserve the right to decline an enrolment, if we consider this to be in the best interest of the student or the Institute.

Conditions of Enrolment

You can enrol through an education travel agency in your country. If you prefer to enrol directly, please complete the application form and send it via fax or post to Aspiring Language Institute:

Fax no.: +64 3 355 3236 or: P.O. Box 36-161, Christchurch 8146, New Zealand

Or you can also contact us by e-mail: study-at@aspiring.ac.nz and we will help you with the enrolment procedure.

Student Visa:

If you have a tourist visa or a working holiday visa, you can enrol for a maximum of 3 months. You will need a student visa for a longer enrolment. Please contact the nearest New Zealand Consulate for further information.

Payment:

After we have received your application form, you will be sent an invoice and a letter of acceptance. All fees are due no later than two weeks before the course begins. Fees can be sent to the Institute to our account:

**Beneficiary: Aspiring Language Institute Ltd.
Account number 03 0802 0851915 00, Westpac Bank,
166 Cashel St, Christchurch 8011, New Zealand
SWIFT: WPACNZ2W**

After your payment has been received, we will send you a receipt and homestay details. If you are enrolling through an agency, your agency will assist you with the above procedure.

Cancellation and Refund Policy:

Please see the attached cancellation and refund policy. It is part of the conditions of enrolment.

Attendance:

You are expected to attend all lessons and to be on time. You must comply with the conditions of your permit to stay in New Zealand. If you are persistently absent from school without a valid reason, you will receive a series of warnings which may lead to the termination of your enrolment. Aspiring Language Institute reserves the right to expel any student who breaks the New Zealand law or the school guide rules, including persistent unexplained absence. We will not refund fees in the case of expulsion and we will notify the New Zealand Immigration Service.

Medical and Travel Insurance:

You must have a suitable insurance policy. If you do not have one, Aspiring Language Institute will arrange a Uni-Care International Student Insurance Policy, which covers medical and travel costs, including loss of school fees, emergency travel home, and other related expenses. For details, please refer to Uni-Care website: <http://www.uni-care.org/inbound.html>.

Tuition will not be extended or refunded if you are absent from school for any reason, including accident or illness. The Institute will not be held responsible for any sickness, damage, injury or loss incurred at the Institute, at the homestay organised by the Institute, or at any activity or trip organised by the Institute.

Uni-Care Student Insurance (includes refund of school fees in case of emergency)

<u>Policy:</u>	1 month	2 months	3 months	6 months	12 months
NZ Student Plan	NZ\$88	NZ\$124	NZ\$158	NZ\$265	NZ\$472

This policy includes all luggage and rental car cover. Please refer to the website <http://www.uni-care.org/inbound.html> for full details.