



# MILNER

INTERNATIONAL COLLEGE OF ENGLISH



## Under 18 Student Information

Milner International College Of English  
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# Under 18 Information



**If you are under 18 and want to study in Australia we can help you.**

Students under 18 must be accompanied by a parent or legal custodian, a suitable relative, or have a Guardian appointed to them in Australia.

This means that students must have evidence of welfare arrangements which can be:

- A Confirmation of Appropriate Accommodation and Welfare Letter (CAAW letter).
- Have a parent or suitable relative in Australia on a visa that permits them to remain in Australia during the student's studies or the parent or suitable relative is lodging a student guardian visa application.

If you are coming alone to Australia we can help find you a Guardian. Milner College uses **International Student Alliance (Guardian & Welfare Service)**.

A Guardian/Care Giver is an independent person whom the student can rely upon for guidance, advice and support on a range of issues, including academic progress, coaching, personal welfare, social and emotional issues, financial guidance, general safety and security. The guardian is independent from the education provider and accommodation provider.

## **UNDER 18 FEES AND CHARGES**

**Homestay Placement fee:** \$500

Non-refundable once host family profiles provided. Will match with requirements as closely as possible. Host family will be within 40mins by public transport to Milner College.

**Return airport meet, greet and transfer:** \$200

Female drivers to be provided.

**Transfer to new host family (if changing host family):** \$100

The fee will apply unless it is an exceptional circumstance such as host family breaching 'Standard of Service for Paid Homestay'.

**Homestay fee:** \$270/week half board

Breakfast and dinner on weekdays and breakfast, lunch and dinner on weekends and public holidays.

**Guardianship/Pastoral care fee:** \$50 per week.



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## Description of the services provided by International Student Alliance

### (Guardian & Welfare Service):

- Visit and independently inspect the student's accommodation, giving parents and education providers a totally independent opinion.
- Mediate disputes between the student and home stay host should they arise.
- Full security and safety orientation of the city and suburbs, including topics such as transport, entertainment venues, how to call for emergency assistance, police, ambulance, and medical emergencies.
- Liaise with the student concerning any grievances of the student in relation to the student's accommodation facility.
- Represent the student in liaising with the educational institution at which the student attends, including assisting the student lodge any grievance on behalf of the student to the principal or director of the educational institution at which the student attends.
- Provide twenty-four (24) hour, seven days a week telephone advice and emergency assistance if required.
- Send school reports home to the parents (if supplied by the education provider). We also regularly update parents on the students general wellbeing and progress. These reports can be translated.
- Maintain regular contact with the student.
- Liaise with the educational Institution on behalf of the parent, including signing documents with the educational institution on behalf of the parents.
- Referral and assistance on personal problems.
- Assist the student with opening bank accounts and organising their finances.
- Explain local laws and visa regulations to the students to ensure compliance.
- Attend parent teacher interviews when requested
- Assist students book airplane tickets to travel home during holiday periods if required.
- Assist students purchase a mobile phone or sim cards if required. Show the students where to buy phone cards, where the good student shops and restaurants are.
- Assist students make appointments and use medical services.

Non-smoking rules in Australia are very strict. If you have been placed in a non-smoking household, it is very important that you do not smoke inside the house and that you discuss with the family about where outside you can go to smoke. Most Australian houses are smoke-free as well as restaurants and public places.

Neither the host family nor Milner College takes any responsibility for your medical or emergency medical expenses. Also Milner College does not assume any responsibility for any injuries you suffer while in the host family's care. Please get insurance that covers both health care and emergency medical.



# Under 18 Information



## **GUIDELINES FOR STUDENTS LIVING IN HOMESTAY Under 18**

Staying with a host family is a safe and secure alternate form of accommodation where you can practice your English and experience the Australian way of life. When staying with a host family, you will become a part of a family, and as such must follow household rules. Here are some of the guidelines and responsibilities to help you make your homestay experience an enjoyable one.

- Always ask questions if you are not sure about something! It may take a few days to get know each other.
- Manners are very important in Australia – you will be expected to say “please” and “thank you” often. Show that you appreciate your host family.
- Do not bring strangers to the house without permission from the host family. If you want to bring a friend home, please ask your homestay family in advance if it is all right to do so. Do not forget to confirm the visiting hours with your host family.
- Always let your host family know what time you will be home. Host families can get extremely worried about your safety.
- Ask before you use the phone, fax or email; you will need to pay for all calls made. If you make long distance calls from the host family's home, you must use a phone card.
- Washing your laundry - consult with your host family upon arrival about how and when you can wash your laundry. It is expected that you will do your own personal washing and ironing.
- Bathroom – If you are sharing a bathroom with other members of the family, please find out when is the best time to have a shower and for how long. In Australia, water is very scarce. Please keep your showers to 5-10 minutes and turn off taps while brushing your teeth. Please understand that these requirements are part of everyday life in Australia.
- Cleanliness – You are responsible for keeping your room clean. You are expected to remove your plate and utensils from the table after meals. As part of the household, participation in daily chores is expected. Offer to help with other chores around the home rather than waiting to be asked. In Australia, both men and women share the housework.
- If any physical or verbal abuse occurs, the student will be removed from the home immediately, (Applies to both the student or host family).



# Under 18 Information

## **GUIDELINES FOR STUDENTS LIVING IN HOMESTAY Under 18**

- If you have any concerns, please speak to your host family straight away. This avoids problems becoming bigger in the future. If you feel you cannot discuss the issue directly with the host family, please contact Milner College as soon as possible.
- If you accompany your host family on holidays, outings, or trips, you must pay for travel arrangements, admission tickets and personal expenses. The host family will pay for accommodation and food.
- International students who participate in homestay will really experience Australia's multicultural society.

### **Meals**

Meals will be provided by the host family according to what you have requested and to the fee that you are paying. Half board of room, breakfast, dinner during the week and lunch on the weekends is \$270 per week. The homestay fee does not include snacks that you need to buy yourself if you wish to eat between meals. Please note that Perth tap water is drinkable and that it is quite common for host families to reheat food using the microwave oven.

### **Location**

Milner College will set the standard of 40mins commuting time from your homestay to school/college by public transport. Unless otherwise discussed and agreed, Milner College will not guarantee any shorter travel time.

### **Religions and Races**

Australia is a multicultural country and we respect all different cultures and religions. Unless otherwise mentioned in your application form we do not accept this matter as a valid reason to reject the placement.

### **Other requirements**

Milner College will select a suitable host family based on a homestay application form, therefore any requirements need to be written in a form. Please note that we will endeavour to meet student's requests however we are unable to guarantee all of them.

### **Breach of student guidelines**

Milner College may move the student for any reason without the host family refunding the money if there has been a breach of student guidelines. Serious breached may result in a student being deported.





# Under 18 Information



## **GUIDELINES FOR STUDENTS LIVING IN HOMESTAY Under 18**

### **Changing a host family**

If the student wishes to terminate homestay occupancy before the end of their initial homestay period:

1. the student will contact Milner College immediately
2. the student will need to give their Host Family at least two weeks' notice. If less than two weeks' notice is given, the student will forfeit two weeks' payment. Students will need to pay the additional amount for a new family or reduce the number of weeks in homestay.
3. the student will need to give Milner College at least two weeks' notice to find a replacement family (some exceptions may apply).

*Please note - Milner College charges \$100. The fee will apply unless it is an exceptional circumstance such as host family breaching standard of service.*

*Milner College may decline to place a student in alternate homestay accommodation for any breach of student guidelines.*

### **Extending after initial Homestay period**

If a student wishes to extend their stay with the host family after their initial homestay period, they need to give Milner College and Host family two weeks' notice.

### **Holiday leave**

If students leave their host family during holidays and keep their belongings in the homestay, the host families will be paid 50% of normal homestay rate for the duration of the student's absence (for absences over 1 week). Approval from host family must be granted beforehand.

### **Emergencies**

Milner College will move a student immediately, at no charge, should there be the slightest concern about the student's safety within a given homestay.

### **Cancellation**

Placement fee is non-refundable once we provide a family profile.

Ready to start your Australian adventure? Complete the following forms and we'll help you get there.



**MILNER**  
INTERNATIONAL COLLEGE OF ENGLISH



# Under 18 Information

## MEDICAL CARE RELEASE / LIABILITY RELEASE

1. In case of illness, accident or injury, we grant permission to examine and treat our child, whose signature appears below, at an appropriate medical facility and to make referrals to outside physicians and facilities as indicated by a responsible medical facility or professional. We grant permission to release information regarding our child's health to Milner College or International Student Alliance (Guardian & Welfare Service), our child's child's Australian Family, or any individuals that we may so designate. We also grant permission for our child to receive any and all immunisation(s) required for participation in Australia. We understand that we must pay for any necessary physical examination(s) and or immunisation(s) that are not covered by insurance.
2. In anticipation of our son's/daughter's acceptance in a Milner College Homestay Program, we, the undersigned (student and parents/legal guardians) hereby release Milner College, its Directors, Agents and Local Representatives, Coordinators, and Host Families any and all current and future claims, charges, costs and/or causes of action for loss of property, personal injury, illness, accident or death sustained by our child during the time that he/she is a participant in the program, whether covered by current insurance or not. We further agree to indemnify and hold harmless all of the above named from any liabilities to third parties, which may arise from my child's participation in the program, including all activities specified herein and else-where.
3. Milner College reserves the right to refuse acceptance of a student at any time, whose medical condition may not be covered by insurance.
4. We, the student and parents, undertake to advise Milner College of any change to the medical or inoculation information between the submission of this application and the student arriving in Australia to commence the program.
5. Milner College reserves the right to terminate the homestay program of a student who arrives in Australia with a medical condition that has not been advised prior to the student departing their home country and return the student home at their parent's expense with no refund of program fees.
6. Milner College reserves the right to refuse homestay any student who is diagnosed with a psychological or eating disorder. A student who is found to have any history of psychological or emotional disorders, which was not mentioned in his/her application and medical documents, can be terminated from the program for not disclosing the condition, and returned home at their parent's expense with no refund of program fees.
7. **We, the parents, hereby authorise Milner College, International Student Alliance, their program representatives and the host family to present on our behalf, this document to a physician, dentist, or appropriate hospital representative when necessary.**

**This agreement with Milner College Australia and International Student Alliance covers the period from the time our child is accepted on a Milner College Homestay Program or arrives in Australia (as applicable), and departs from Australia.**

\_\_\_\_\_  
Signature of father/legal guardian  
Date:

\_\_\_\_\_  
Print father/guardian's full name

\_\_\_\_\_  
Signature of mother/legal guardian  
Date:

\_\_\_\_\_  
Print mother/guardian's full name

\_\_\_\_\_  
Signature of student  
Date:

\_\_\_\_\_  
Print student's full name



# Under 18 Information

## Parent contact details:

Mother's Name: \_\_\_\_\_

Mother Mobile Phone: \_\_\_\_\_ (include international country dialing code)

Mother's Work Phone: \_\_\_\_\_

Father's Name: \_\_\_\_\_ (include international country dialing code)

Father Mobile Phone: \_\_\_\_\_

Father's Work Phone: \_\_\_\_\_

Home address: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Emergency Contact Details: \_\_\_\_\_

## STUDENT QUESTIONNAIRE – REQUEST FOR HOMESTAY Under 18

The following information is required so that suitable accommodation can be found.

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Date of birth: \_\_\_\_\_ Sex: M  or F

Nationality: \_\_\_\_\_ How long do you intend to stay in Australia? \_\_\_\_\_

Mobile phone number: \_\_\_\_\_ Email: \_\_\_\_\_

### Visa Status:

Visitor Visa  Student Visa  Other: \_\_\_\_\_

### Travel/Medical insurance details:

Company name: \_\_\_\_\_

### Insurance Cover details:

\_\_\_\_\_

\_\_\_\_\_

### Homestay request:

Date commencement of homestay: \_\_\_\_\_ Date of completion: \_\_\_\_\_

### Arrival Flight Details:

Arrival date: \_\_\_\_\_ Flight number: \_\_\_\_\_ Arrival time: \_\_\_\_\_

### Departure Flight Details:

Departure date: \_\_\_\_\_ Flight number: \_\_\_\_\_ Departure time: \_\_\_\_\_





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## Health Issues/Allergies:

Do you have any allergies or physical or mental health issues?    yes     no

If yes, please provide details. \_\_\_\_\_

## Personal preferences:

Would you like a family with children?    yes     no     don't mind

If no, please indicate what age of children you do **NOT** like: \_\_\_\_\_

Are you willing to stay where there are pets?    yes     no

If no, please indicate which animal you do **NOT** like.

Dog     Cat     Bird     other: \_\_\_\_\_

Would you like to stay where there are other international students?    yes     no     don't mind

## Other requests:

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## Student Guidelines

I have read and agree to points discussed in Guidelines for Students living in Homestay.    yes

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