

ACCOMMODATION APPLICATION FORM

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UNDER 18 YEAR OLD APPLICANTS SHOULD USE THE UNDER 18s WELFARE AND ACCOMMODATION ARRANGEMENTS FORM TO APPLY FOR HOMESTAY

STUDENT'S DETAILS

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| Family Name: _____ | Given Name(s): _____ |
| Date of Birth: ____/____/____ (DD/MM/YY) | Age: _____ Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female |
| Nationality: _____ | Do you smoke? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Course Start Date: ____/____/____ | City: <input type="checkbox"/> Sydney <input type="checkbox"/> Brisbane <input type="checkbox"/> Melbourne |
| Arrival Date in Australia: ____/____/____ (Not your departure date) | Time of Arrival: _____ am/pm |
| Do you need Airport Pick Up (fees apply): <input type="checkbox"/> Yes <input type="checkbox"/> No | Flight Number: _____ |

AGENT'S DETAILS

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| Agent Name: _____ |
| Address: _____ |
| Telephone: _____ Fax: _____ Email: _____ |

ACCOMMODATION PREFERENCES

HOMESTAY

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| Room Requested: <input type="checkbox"/> Single <input type="checkbox"/> Shared <input type="checkbox"/> Room only (no meals) <input type="checkbox"/> Other _____ |
| Total Length of Stay: _____ weeks <input type="checkbox"/> Additional weekday lunches (Sydney only - fees apply) |
| Homestay Start Date: ____/____/____ (DD/MM/YY) Homestay End Date: ____/____/____ (DD/MM/YY) |
| Host family requested: Smoker: <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Doesn't matter |
| Has Children: <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Doesn't matter |
| Has Pets: <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Doesn't matter |

Do you have any allergies/medical conditions? _____

Diet/other special requests _____

Homestay Conditions: 1. Your booking and fees must be sent with your arrival details at least 2 weeks prior to your arrival. 2. Homestay fees are based on a minimum of 4 weeks stay. The first 4 weeks of homestay fees are not refundable if you cancel homestay after arrival or leave the homestay before the end of the first 4 weeks. 3. If you require your homestay host's details before your visa is granted and your visa is subsequently refused, the first 2 weeks homestay fees are non refundable. 4. Any refund of homestay fees will be given at the discretion of APC. 5. To change or leave a Homestay after the first 4 weeks, the host must be given at least 2 weeks (14 days) notice or paid 2 weeks in lieu (instead) of notice. 6. Meals included (except for room only homestay): Breakfast & Dinner (every day); Lunch (Saturday-Sunday i.e. weekends only). 7. Once a booking is made, the Booking Fee is NOT refundable under any circumstances. 8. The College deducts a nominal fee from the weekly homestay fee to cover administration expenses of providing a homestay service. 9. Single Homestay refers to a single room, but there may be more than one student in the home. Shared Homestay refers to a shared room (2 in one room) and is available only to bookings of 2 or more students who already know each other. 10. Homestay fees are based on students being 18 years of age or older. Special conditions apply to students under the age of 18, including Guardianship requirements. Please enquire. Under 18 year old applicants should use the under 18s welfare and accommodation arrangements form to apply for homestay

I declare that I have read and understood the above conditions. I accept the above conditions: **Signature:** _____ **Date:** ____/____/____ (DD/MM/YY)

IGLU STUDENT APARTMENTS (CHATSWOOD/CENTRAL) – AVAILABLE TO SYDNEY STUDENTS AGED 18+ ONLY (<http://www.iglu.com.au/>)

Placements are subject to availability. A representative from Iglu Accommodation will contact you directly regarding their terms and conditions.

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| Lease type: <input type="checkbox"/> 1 month <input type="checkbox"/> 3 months <input type="checkbox"/> 6 months <input type="checkbox"/> 12 months |
| Preferred move in date: _____ Alternate move in date: _____ |
| Special requests _____ |

OTHER ACCOMMODATION REQUEST – Let us know what your needs are and we will provide you a quote.

GUIDELINES FOR HOMESTAY STUDENTS

Students who stay in Homestays are treated to a unique Australian cultural experience. Homestay is an entirely different concept to hotel or apartment accommodation. Students are welcomed into their host's home as a family member. Subsequently, they will be expected to treat their host family, as they would be their own family.

Homestay provides students with a comfortable, caring environment. It is expected that students will treat their host families with the same level of respect that they would show to their own families, and abide by the rules of the house that are in place to ensure their general safety. Students should be able to talk openly with their host family about any problems they may be experiencing. APC staff members are also available to help students with sensitive issues.

To live in harmony and peace in the new home, the student should understand the day-to-day activities of his/her new family. If everyone is aware of these and works as a team, minor misunderstandings or difficulties can be overcome quickly. It is important that you discuss the living arrangements and make sure you are agreeable with the terms.

The following information may help you to avoid problems happening

- Accommodation in homestay gives you a wonderful opportunity to learn and practice your English. Your stay will be a most enjoyable experience if you follow the simple guidelines set out in this orientation kit.
- Bathrooms are shared in most homes; please leave the bathroom clean and tidy after use. Most Australian homes have "tank" hot water systems, so showers are usually no longer than 10 minutes.
- Complaints – talk to your family if you have a problem or a difficulty or ring APC and speak with the Accommodation Officer or email info@apc.edu.au
- Damages to the host family's property. Accidents and breakages happen – tell your host immediately and say you are very sorry. In some cases you will be required to pay for any damage you cause, even if it was an accident.
- Every time you arrive home say **HELLO** and when you leave home say **GOOD BYE**
- Food - breakfast and dinner will be provided 7 days. A light lunch will be provided on Saturday and Sunday only if you are at home.
- Going out with your family is a great way to learn about Sydney and to share in your family's life. Always pay for your transport and admission tickets.
- Homestay is not a hotel. Your homestay host is not a servant but a person who is offering you a bedroom and facilities in his/her home and wishes to find out more about you and your country.
- Important Words – Always follow a request with PLEASE. Always say THANK YOU when you are shown a kindness or your family does something nice for you.
- Join your host family in the kitchen and help prepare dinner or wash-up or watch TV with the family.
- Keep your bedroom tidy and clean please
- Lock the doors and windows turn-off lights/heaters, when you leave the house
- Make sure have your own soap, toothbrush, shampoo and deodorant
- Never have overnight visitors to your homestay host's home without first asking permission. Also ask your homestay when it is convenient for friends to visit
- On arrival at homestay your host would enjoy seeing photos of your family and if you are bringing gifts to the family bring inexpensive tokens or handicrafts from your country.
- Phone calls always must be paid for or make a reserve paid call to your family.
- Quietly shut doors and speak quietly if members of the family are asleep.
- Respect your host family and behave like a member of the family and be helpful, considerate and pleasant.
- Students must give homestay 14 days (two weeks) notice before leaving homestay.
- Try to learn as much about Australian life from your family and their friends. Take your dictionary to the dinner table to help you all communicate.
- Washing, each family has their own routine please talk to your host. Do not hang wet clothes to dry in your room.
- Your room will have a bed, desk chair, lamp, and cupboard for hanging and folding clothes. Bed linen and towel will be provided

HEAD OFFICE:

Ground Floor, 189 Kent Street, Sydney NSW 2000

Tel: (61 2) 9251 7000