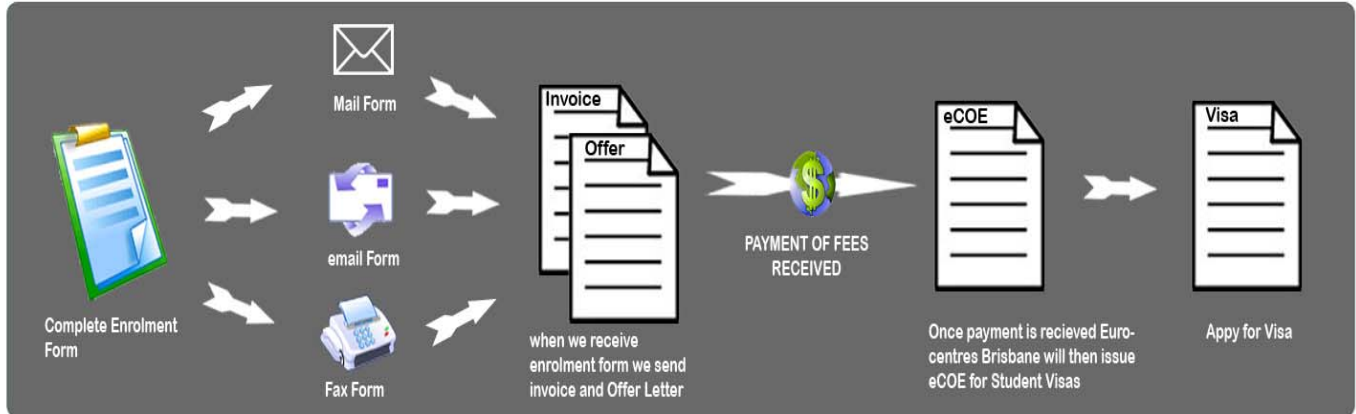


Course Booking Procedures / Checklist



Enrolment Form completed fully

Personal Details

Address In Home Country

Course Applying For

Length of Course

Proposed Commencing Date

Airport Transfer

Homestay Requirements

Overseas Student Health Cover (if for a Student Visa)

Copy of Passport Copies of IELTS & Academic Transcripts (if applicable)

Payment Confirmation Receipts / Advice Arrival Details (flight number, times etc)

Once an Enrolment Form is received Eurocentres Brisbane will produce and send a letter of offer and invoice to the Applicant or Agent.

On PAYMENT of the relevant Tuition Fees, Overseas Student Health Cover, Airport Transfer, Homestay Accommodation etc, Eurocentres Brisbane will produce a Confirmation of Enrolment or eCOE (for Student Visa applicants) which will be forward to the applicant, agent and respective embassy if applicable.

Overseas Student Health Cover is required for ALL Student Visa holders for the length of the course plus 4 weeks.

If the student's arrival is delayed, please contact Eurocentres Brisbane prior to the course commencement date and inform us of the situation. We can issue appropriate letters to the Department of Immigration if required.

Agents please note that Eurocentres Brisbane will generally process enrolment requests within 48 hrs from receipt.