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CRICOS Provider Code 02563D**

*Building better futures since 1975*

## HOMESTAY POLICY

### PROVISIONS

- 1.1 Host families agree to provide students with:
  - 1.1.1 breakfast and dinner on weekdays and breakfast, lunch and dinner on weekends.
  - 1.1.2 a room of their own containing a study desk and clothes storage facilities;
  - 1.1.3 the use of utilities free of charge (except telephone, facsimile and internet).
- 1.2 Students are entitled to 24 hour emergency contact with Kelly Colleges.
- 1.3 Students are liable for the cost of all telephone, facsimile and internet costs incurred during the homestay period.

### FEES

- 2.1 The placement fee for homestay is \$ 200.00 (this is non-refundable once application is submitted).
- 2.2 The weekly homestay fee is \$AUD 225. In addition, there is a guardian fee of \$25 per week for students under 18.
- 2.3 Homestay fees are calculated on a weekly basis.
- 2.4 Homestay fees are to be paid in advance.
- 2.5 Applications should be made at least three weeks before expected arrival date. Late applications will be considered at the discretion of Kelly Colleges.

### ACCOMMODATION

- 3.1 The minimum period of homestay available is four weeks for all students except those participating in Study Tour programs.
- 3.2 Students are required to stay with their host family for a minimum period of four weeks to give themselves and the family time to adjust to each other.

### REFUNDS & RELOCATION

- 4.1 Once the homestay has commenced, there will be no refund of homestay fees. However, providing more than four weeks of homestay remain, relocation may be requested. All requests for relocation must be made in writing a minimum of two weeks prior to intended date of relocation; otherwise a further two weeks homestay fee will be charged.

### PREPARATION POINTS FOR HOMESTAY

- a. I understand that homestay is not a hotel service and that I must contribute to the household duties as other family members do.
- b. I will make every effort to interact with the family members and be pro-active (positive and active family member) within the household.
- c. I will try to behave in a manner consistent with my immediate environment and community.
- d. I am willing to accept any reasonable household rule that my family sees fit to impose for my welfare.
- e. I will respect the property and privacy of my host family's personal belongings and affairs and acknowledge that I will be liable for all costs incurred by me during the homestay period which are not included in the homestay fee including telephone, facsimile and internet charges. I acknowledge and agree that I will be liable for any loss or damage I deliberately cause to my host family's property.
- f. I will communicate with Kelly Colleges' Homestay office outside of the normal office hours of 9.00 am to 5.00 pm only in case of an emergency.
- g. I understand that a homestay environment is not limited to traditional family structure (mother, father and children).
- h. I will submit an evaluation of my homestay to Kelly Colleges at the end of my homestay.
- i. By signing this agreement I acknowledge and agree that I have read and understood these terms and conditions and I agree to be bound by them.

### LIABILITY

To the extent permitted by law, I hereby release and discharge Kelly Colleges from any and all liability in respect of any injury, loss or damage that I may suffer or incur by any means at any time and place during the homestay period.

Student name: .....

Signature: ..... Date: .....