



### Program Information

#### Holiday Junior Program (12 ~ 18 y.o)

DD / MM /2024 - DD / MM /2024 (\_\_\_\_weeks)

### Accommodation Information

(Please understand this format will be sent to the host-family). We will prioritise gender, medical conditions/allergies and age respectively.

Homestay  
(2 students in 1 family)

Start date: \_\_DD / \_\_MM / YYYY

End date: \_\_DD / \_\_MM / YYYY

### Personal Information (Please put your information same as your passport)

Given Name (First Name): \_\_\_\_\_ Surname (Family Name): \_\_\_\_\_

Gender:  F  M Date of birth: \_\_DD / \_\_MM / YYYY Citizenship: \_\_\_\_\_ Language: \_\_\_\_\_

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

Emergency contact (Name): \_\_\_\_\_ Relationship: \_\_\_\_\_ Mobile: (+\_\_\_\_) \_\_\_\_\_

Passport Number: \_\_\_\_\_  I'm applying for my passport

### Airport Transfer I have booked my flights (provide the information below) I don't have my flight information yet

Pick up  Unaccompanied minor

Date: \_\_DD / \_\_MM / YYYY Time: \_\_\_\_:\_\_\_\_ Flight No.: \_\_\_\_\_

Drop off  Unaccompanied minor

Date: \_\_DD / \_\_MM / YYYY Time: \_\_\_\_:\_\_\_\_ Flight No.: \_\_\_\_\_

### Medical & Health Information (Current and past)

#### Do / Did you have any medical illness or health problems?

(eg: Epilepsy, Asthma, Atopic dermatitis: including any past medical conditions)

No  Yes - If yes, please provide details: \_\_\_\_\_

#### Have you received any medical treatments or regularly see a doctor?

No  Yes - If yes, please provide details: \_\_\_\_\_

✳Please provide the doctor's certificate

#### Are you taking any medicine?

No  Yes - If yes, please provide details: \_\_\_\_\_

✳Please also travel with household medicine:

eg) painkiller, eye drops, insect bite treatment, motion sickness tablet

#### Do you have any issues that SPC / host family should know about?

(eg: ADHD, Learning disorder, school non-attender, past medical history)

No  Yes - If yes, please provide details: \_\_\_\_\_

#### Allergies:

Animals: ( OK if it's outside /  NOT OK even if it's outside)

Dogs  Cats  Others (\_\_\_\_\_)

Food (eg: nuts, eggs, dairy products, seafood) : \_\_\_\_\_

Medicine: \_\_\_\_\_

Anaphylactic Reaction: ✳You MUST bring EpiPen

#### Symptoms:

What should we do? \*

\*Neither SPC staff or host families are medical staff. They cannot provide any medical treatments for the student.

### Note



### Condition of Enrolment

The applicant:

- understands and accepts the terms of SPC's refund policy;
- understands that s/he must complete all class work, assignments, activities and assessments in order to maintain satisfactory progress;
- understands that s/he must maintain approved accommodation arrangements and health cover;
- has read the SPC policies and agrees to abide by them;
- understands that information collected before and during enrolment is done to meet SPC's obligations under the ESOS Act and the National Code 2007 as well as ensuring student compliance with the conditions of the visas and their obligations under Australian Immigration laws generally;
- agrees that SPC can share information about his/her course and progress with his/her parents and recruiting agent;
- acknowledges SPC's timetable and class locations are subject to change at any time without notice;
- understands that even though SPC tries to satisfy all requests from students regarding accommodation placement (allergies and medical conditions are prioritized), we are not able to guarantee they will be fully met.

#### SPC Tuition Refund Policy & Guarantee for Specialty Programs

- Payments must be completed at least 4 weeks before student arrival
- Any changes must be made at least 6 weeks prior to the course start date in writing to SPC Administration/Staff.
- \$500 administration fee is not refundable.

For cancellation notice given:

- more than 14 days but less than 28 days prior to the program commencement date, you can be refunded 80% of total fee through your nominated agent after \$ 500 admin fee is deducted.
- 14 days or less prior to the program commencement date, you will not receive any refund of the program fees.
- due to visa refusal, program fee will be refunded through your nominated agent after \$ 500 admin fee is deducted providing proof of visa rejection has been provided to SPC.

No refund will be made where your enrolment is cancelled for any such reasons, including but, not limited to the following:

- Failure to maintain satisfactory course progress or attendance
- Failure to maintain approved accommodation arrangements and health cover
- Failure to adhere to the discipline code of SPC. This includes behavior that affects the security of other students and/or staff members.

#### Cancellation and Refund Policy:

- The \$500 administration fee is non-refundable.
- If the cancellation occurs between 14 to 28 days before the program start date, 80% of the total amount, minus the \$500 administration fee, will be refunded through the agent.
- Cancellations made within 14 days of the program start date are not eligible for a refund.
- In case of ineligibility to participate due to visa results, the amount minus the administration fee will be refunded through the agent.

### Waiver for off-campus activities & travel / Usage of student photos for advertising purposes

The applicant (or the parents):

1. Acknowledge that some courses at SPC will involve travel and activities undertaken off the campus of SPC. These activities have a special value and are designed to enhance the learning experience. In consideration of SPC accepting my application for enrolment, I acknowledge that I participate at my own risk in off-campus travel and off-campus activities.

2. Waive any and all claims now and in the future which I may have against SPC Group from any and all liability and agree not to sue SPC Group and its officers, employees, guides, agents and representatives for including, but not limited to personal injury, death, property damage or loss sustained by me as a result of my participation or involvement in off-campus travel and off-campus activities due to any cause whatsoever, including without limitation, negligence on the part of SPC Group or its staff.

I GIVE consent to SPC to take and use photographs of and publish comments from me/my child;

I DO NOT give consent to SPC to take and use photographs of and publish comments from me/my child. I also acknowledge, by signing this contract we will not have access to any photographs, videos or other materials involving me/my child.

### For any medical, special diet or special care student to understand:

For all applicants who may require special attention/care, you/the parents must provide full information on the enrolment form and homestay form includes: vegetarian or any dietary restrictions, any allergies, special background at a school, such as truancy, bullying, autism, ADHS (attention deficit and hyperactivity disorder), Asperger's, etc, physical disabilities, under a regular medication treatment. For a student under a regular medication treatment, all available documentation (prescription, direction for use, etc) should be brought together to join the program. English version is preferable. If there is a need for medical assistance, a medical certificate in English is essential. Please make sure the applicant will inform SPC staff and/or the host family as early as possible if there are any matters regarding the student's health when coming to join the program and when meeting host family. In all cases, as indicated above, SPC will take all care but no responsibility. Despite the best possible care, accident and illness can happen. Medical systems can differ from country to country. In the event of any emergency, students and the parents should understand that in Australia, students must agree to follow the Australian medical procedures.

**The applicant/parents hereby accept that the assigned group leader, host family members, or local coordinator may act as responsible guardian for the student and may decide emergency medical treatment without personal liability.**

By signing this, it indicates that you have read and agreed above procedures and accept the conditions of enrolment and all policies.

Signature of Applicant (or parent): \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Agent Details:



### Important information for minors and their parents/guardians who wish to participate in programs offered by SPC Australia (1)

#### **【English Only Policy】**

During the program, the use of your native language is strictly prohibited, both day and night. This rule applies to all occasions, including classes, homestays, and activities. Not using your native language "at all" is the most effective way to enhance the English language skills of international students. It is more effective than any English conversation class or activity that takes place during the program.

#### **\*Violations:**

Students repeatedly using their native language, despite being warned, may be disqualified from attending classes or participating in activities.

#### **\*Exceptions:**

In cases of health issues, financial or personal problems, etc., designated times and places within the school will be available for staff consultations in the native language.

#### **【Homestay Policy】**

According to Australian regulations, host families hosting students under the age of 18 have a duty of care towards these students. This means that the students are obligated to follow the host family's instructions.

#### **\*Host Families are Volunteers:**

Understanding that host families are volunteers who help international students is of utmost importance. The fees paid by students cover administrative and necessary expenses but do not provide profit to host families.

#### **\*Rights of Host Families:**

Host families have the right to request the leaving of a student who violates the rules of the homestay or repeatedly uses their native language. Outings organized by program participants are not allowed.

#### **\*Roles of Host Families and Students:**

Host families provide meals and a place to sleep while treating the student as a member of their family. In return, students are expected to help with household tasks.

#### **【No Mobile Phone Usage Rule】**

In all programs offered by SPC Australia for minors, the use of devices such as smartphones and tablets during the program is prohibited. This is because not only can SPC not take responsibility for lost or damaged devices, but also because excessive use of electronic devices can detract from the program experience. During your stay in Cairns, you will store your devices in your suitcase or leave them in the care of SPC.

To supplement the functionality of smartphones, it is recommended that you bring the following:

- Camera
- Alarm clock
- Dictionary

#### **\*Photography:**

The use of cameras during the program, including homestays, is only allowed with permission from the subjects or owners of the subjects being photographed. For example:

Example 1: Taking any photos inside the host family's home without their permission is **NOT** allowed.

Example 2: Taking photos of other program participants or local residents without their permission is **NOT** allowed.

Taking photos of individuals under 18 years of age and storing such photos may be subject to Australian law.

#### **\*Exceptions for Mobile Phones, Internet, and Camera Usage:**

The use of mobile phones is allowed before departure and upon return to Japan when traveling alone.

#### **\*Violations of Mobile Phone, Internet, and Camera Usage Rule:**

Students who violate the rules regarding mobile phone, internet, and camera usage or repeatedly engage in unauthorized photography will be cautioned. Continued non-compliance may result in their inability to continue participating in the program.

#### **【Handling of Health Issues】**

If you experience symptoms such as a runny nose, cough, or fever, please inform your host family or SPC staff.

- If your return is delayed due to illness or injury, SPC will make arrangements for your stay and meals.
- Refunds for missed outings or classes due to illness cannot be provided.

**Overseas travel insurance is mandatory. Please check with your respective booking agencies for details.**



### Important information for minors and their parents/guardians who wish to participate in programs offered by SPC Australia (2)

#### **[Minors Requiring Special Care]**

Please check any of the following cases that may apply, including past occurrences, and provide detailed information in the Medical Information section on the enrollment form when applying for the program. Check  for any that apply. Multiple selections are acceptable.

- ADHD
- Autism
- Hikikomori (social withdrawal)
- Truancy
- Communication disorders, etc.
- Other (Specify): \_\_\_\_\_

#### **\*After Declaration:**

Depending on the information provided, further assessments may be required. Documentation from your regular healthcare provider may be necessary. Additional program participation conditions, including the presence of a support person, may be added. Additional fees may apply. Please note that the result of the assessment may lead to a decision not to allow program participation.

#### **\*Non-Declaration:**

If you do not declare these conditions and they are discovered on-site, you will be immediately expelled from the program and required to leave your accommodation. Program fees and accommodation costs, among others, will not be refunded. In addition, you will be required to return to your home country immediately. If you are unable to return on your own, you and you are part of a group study tour with an escort, you will stay with the escort until your return. During this period from program withdrawal to return, you will not be able to participate in the program. If you are unable to return on your own and is traveling individually rather than as part of a group tour, your parents or guardians from your home country will be required to pick you up promptly. Program fees, accommodation fees, and all associated costs will not be refunded.

#### **\*Points to Note for Program Participation After Declaration:**

The program is designed to develop the English communication skills of international students from various countries. In most cases, it will be more challenging than the learning environment in each student's home country. Success in the program requires a strong personal commitment. Therefore, it is essential that yourself strongly desire to participate in the program, rather than it being solely your parents' wish. If you cannot keep up with the program for an extended period, considering the impact on you, fellow program participants, and the host family, the program may not be continued in some cases. SPC will communicate with your parents through the agent and consult with them. In such cases, there will be no refund of program fees, accommodation fees, etc.

#### **Support for Homestays with Support Students:**

In homestays for students requiring special care, there may be a need for someone from their family or friends to participate in the same program for the purpose of supporting the student. This person will be referred to as a "support student." The support student becomes a member of the host family and provides support to the student in the same household. They will also provide support as needed during the program. The support student must be of the same age group as the student requiring support and, if not a relative, must be of the same gender. The support student should be identified by the student requiring support. The program participation fee for the support student is the same as for regular participants.

Participants in SPC's Minor Short-Term Study Abroad Program and their parents or guardians hereby acknowledge, understand, and agree to participate in this program, having understood the above information. They also agree to accurately disclose and consent to the checked items in the "Important Information" section.

Course Participant's Signature: \_\_\_\_\_  
(self-signed)

Guardian's Signature: \_\_\_\_\_  
(self-signed)

Agent's Name: \_\_\_\_\_

Name of a Person in Charge: \_\_\_\_\_