



MERCY COLLEGE

Enrolment Procedure for International Students

STEP 1 - HOW TO APPLY

Complete the Application Form and send it to

**The Principal
Mercy College
PO Box 42, Mirrabooka 6941
WESTERN AUSTRALIA**

The Application Form must be accompanied by:

- * Two passport-sized photographs
- * Copies of the last two academic transcripts (school reports) with certified translations
- * Your most recent English test score (e.g. GCE "O" Level, TOEFL, IELTS, OPT, ELICOS)
- * Registration and Administration Fee of \$AU 200.

STEP 2 - INVITATION TO AN INTERVIEW & PAYMENT OF FEES

If your application is successful and your competency in the English language is at the required standard, the College will invite you to attend a personal interview with the Principal accompanied by your guardian or homestay parent.

If the interview is successful, you will be offered a place at the College.

To accept your offer of a place, you must pay to the College your prescribed fees and the Overseas Student Health Cover (OSHC) which is remitted to Medibank Private and CCWA Registration Fees (Yrs 11 & 12).

STEP 3 - ELECTRONIC CONFIRMATION OF ENROLMENT (eCoE)

On receipt of your fees, the College will issue either a letter of offer or lodge an Electronic Confirmation of Enrolment with the Department of Education Training & Youth Affairs (DETYA). A copy of which will be given to you.

STEP 4 - APPLICATION FOR STUDENT VISA

You should then attend your X-ray and medical examinations, and present the results together with your Overseas Student electronic Confirmation-of-Enrolment (eCoE) Form and Fee, your Passport, your receipt, and a copy of your Attendance Certificate, to the Australian Department of Immigration.

Accommodation & Airport Transport Service

(If required)

The student is expected to stay with a nominated guardian or in an approved homestay within easy travelling distance to the College.

In homestay, the student stays in a single room with an English-speaking family, which may comprise a married couple or a single adult, with or without children. Breakfast and dinner are provided every day, with lunch included on weekends. For students under 18, homestay parents have special supervisory responsibilities.

Homestay Accommodation Fees	Under 18	18 and over
Homestay	\$AU 160 per week (approximately)	\$AU 150 per week (approximately)
Airport transfer	\$AU 60	\$AU 60

Advance payment must be made for the first two homestay weeks, with two weeks notice if leaving the accommodation. Please note that homestay fees are subject to change without notice as they are outside the direct control of the College.