

International Students Course Information and Audition Application

'Creating the Future of Dance'

Vision

Honour the Past, Achieve in the Present, Create the Future

Mission Statement

As Australia's national centre for elite vocational classical dance, and the school of The Australian Ballet, we aspire to be at the forefront, internationally, as providers of a unique, professional dance training programme that:

- Produces dancers with a distinctive Australian style
- Balances technique and artistry with educational needs and holistic care
- Trains teachers and develops the artistic leaders of the future
- Advances the art of ballet

Beliefs and Values

Informed by meaningful history and motivated by the exciting possibilities of the future of dance in Australia and abroad, the School is committed to achieving exceptional student outcomes in a unique, nurturing culture that embraces creativity, artistic expression and passion.

Philosophy

The philosophy of the School is to maximise ability; to produce thinking artists who are healthy in body and mind, and students who emerge fully prepared to fulfil their potential as members of The Australian Ballet and other dance companies around the world and as individuals capable of making valuable contributions to society. In fulfilling this, the School's training programme includes world-class health and well-being support and access to academic education. In line with this philosophy, the School endeavours to maintain a balance between affordability and access to ensure that no enrolled student is denied the opportunity to train due to financial constraints.

Great Companies are married to Great Schools

As the school of The Australian Ballet, The Australian Ballet School is the national centre of excellence in classical dance training. The School was founded in 1964 as an essential adjunct to the Company – an integral component of Founding Artistic Director, Dame Peggy van Praagh's vision for dance in Australia. The Australian Ballet School's founding Director, Dame Margaret Scott AC DBE, shaped the School's destiny for the first 26 years and, since her retirement, the School has seen only three other Directors, Gailene Stock AM CBE (1990-1998), Marilyn Rowe AM OBE (1999-2014) and Lisa Pavane (2015-current).

The School and Company share the purpose-built facilities of The Primrose Potter Australian Ballet Centre in Southbank and have always shared the same long-term goal: a unique Australian Ballet with a distinctive style of its own. Nowhere but in the school of a national company can a unique company style be fostered and developed. No other school is better placed to channel the best talent into the national company.

The majority of dancers in The Australian Ballet are graduates of the School, including the current Artistic Director, David McAllister AM. Graduates can also be found as principals and soloists in major companies throughout the world. Such is the standard of excellence that, within six months of graduating, 92% of students gain contracts. This is one of the highest employment rates of any tertiary institution in Australia.

The influence of the School permeates many dance-related areas. For instance, choreographic talent has been nurtured over the years with graduates such as Graeme Murphy AM, Meryl Tankard, Stephen Baynes, Gideon Obarzanek, Leigh Warren, Adrian Burnett and Lucas Jervies all having distinguished international reputations. The creative influence of the School continues today with graduates Tim Harbour, Paul Knobloch, Timothy Brown, Wakako Asano, David Jonathan, Reed Luplau and Tim O'Donnell all establishing their choreographic credentials. The School is also fortunate to have on its staff such respected choreographers as Margaret Wilson and Simon Dow.

The Australian Ballet School Training Programme

Overview

The School has an eight-level vocational dance training programme for students aged 9 and above from Australia and overseas. The programme produces dancers who possess a strong classical technique with great emphasis on artistry, purity of line, coordination and a quality of movement which is free of mannerisms. The School works in close liaison with The Australian Ballet, sharing the purpose-built facilities of The Primrose Potter Australian Ballet Centre in Melbourne. The centre is adjacent to the Arts Centre, integrated into a creative environment in which Australian dance is able to flourish.

National/International Accreditation: Levels 5-8

As a Registered Training Organisation (RTO 3132), The Australian Ballet School offers national qualifications through the Australian Skills Quality Authority (ASQA) and internationally through the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS 00253A). In Levels 5&6, students study towards the Diploma of Dance – Elite Performance (National course code CUA50113; CRICOS code CRICOS 089445B). In Level 7, students study towards the Advanced Diploma of Dance – Elite Performance (National course code CUA60113; CRICOS code CRICOS 089444C). In Level 8, students study towards the Graduate Diploma of Classical Ballet (National course code 10296NAT; CRICOS code 094275F)

After School Programme (Melbourne)

Entry via audition only: Students in Levels 1-3 train Monday to Saturday after academic school hours. The School does not currently provide academic studies at these levels.

Full-Time Programme (Melbourne)

Entry via audition only; **enrolment from one year level to the next is not automatic.**

Students in Levels 4-8 have access to a fully integrated dance/academic programme as follows:

- Level 4 dance training is combined with allied dance subjects and an academic programme provided by the Victorian College of the Arts Secondary School (VCASS).
- Levels 5 and 6 students study for the **Diploma of Dance - Elite Performance** (CUA50113, CRICOS 089445B), combining allied dance subjects and Year 10 and 11 academic studies. (NB: Students joining the School in Level 6, who have previously completed Victorian Certificate of Education (VCE) Dance Units, will be required to participate in Level 6 Dance Perspectives/VCE Dance practical classes and assessments.)
- Level 7 students study for the **Advanced Diploma of Dance - Elite Performance** (CUA60113, CRICOS 089444C), combining allied dance subjects and Year 12 academic studies (gaining the VCE through VCASS), while developing skills for transition into the dance industry through performance and career management. (NB: Students who have completed the relevant VCE subjects may apply for credit, however, students who have previously completed VCE Dance Units will be required to participate in Level 7 Dance Perspectives/VCE Dance practical classes and assessments.)
- Level 8 students study for the **Graduate Diploma of Classical Ballet** (10296NAT, CRICOS 094275F), where the focus is on preparing students at virtuoso level for the transition into the dance profession. Students refine and analyse their dance training, with greater emphasis on professional performance and career management.

Accommodation arrangements

Marilyn Rowe House officially opened in January 2016 for the inaugural intake of boarding students from the School's full-time training programme. Marilyn Rowe House, named after former Director Marilyn Rowe AM OBE, is the purpose-built boarding facility of the School. This premier facility, at any one time, is capable of housing up to 38 students and associated support staff. Led by the Head of Boarding, 'the House' enables students at the School to experience the highest levels of pastoral care whilst living in a community based on the needs of dancers.

The School's Boarding Programme reflects the vision, culture and character of the School, being informed by the School's extensive history energized by creativity, artistic expression and passion. Unique programmes and exciting approaches to pastoral and residential care devoted to nurturing the whole person — mind, body and spirit — foster distinctive signature experiences that support the growth of young dancers into mature, professional performers. The experience of an enriched environment with opportunities for self-discovery, leadership and success affords students every chance of emerging as individuals capable of making valuable contributions to society.

- Full-time international students must be accommodated in the Student Residence unless accommodated with, and fully supervised by, a parent/legal custodian or a blood-relative.

The Dancers Company – Regional Touring Company

The Dancers Company was formed in 1980 and is an integrated part of The Australian Ballet under the direction of its Ballet Master and Regional Touring Associate. Taking the highest quality dance productions to regional areas around Australia, The Dancers Company provides invaluable professional performing experience to Australian Ballet School students and is an important component of preparation for the dance profession.

Students in Level 8 who meet the artistic and technical standards and demonstrate the attitude and maturity required by The Australian Ballet form the body of The Dancers Company. All casting for The Dancers Company productions is subject to approval by the Artistic Director, Ballet Master and Regional Touring Associate of The Australian Ballet in consultation with the Director of the School.

Interstate/International Training Programme (ITP)

The ITP provides training opportunities at Levels 1-3 for gifted interstate and international students. Entry is by audition only, with students initially selected for a one-year enrolment period. ITPs benefit from working in a class of high-aptitude students and also gain an understanding of the School's training programme. ITPs from overseas who wish to participate in ITP activities may enter Australia on a Tourist Visa.

Invitees

The Invitee programme provides limited opportunity to access the School's training programme for selected interstate students, aged 14/15 years. Invitee students are students who have been invited and offered access to The Australian Ballet School Training Programme at Level 4 or above and are, therefore, visitors of the Full-Time Programme. Entry is by invitation only for a one year enrolment period. Invitees from overseas who are invited into this programme may enter Australia for short-stay on a Tourist Visa.

Future Employment Prospects

All Level 7 and Level 8 students complete their Curricula Vitae in Career Management classes and are responsible for distributing them to prospective employers. While the School is unable to guarantee employment for graduates, any audition information notified to the School is posted on the Student Notice Board and the School offers students advice on opportunities available to audition for Australian, Asian, European and North American companies. Students are encouraged throughout Level 7 and Level 8 to discuss career plans and auditions opportunities with the Director.

At present, graduates are members of over 70 companies around the world. While The Australian Ballet is the parent company of the School, there is no rite of passage from School to Company. Company contracts offered each year are limited to places available and are offered only at the discretion of the Artistic Director of The Australian Ballet.

Overseas Students

Overseas students enrolled in the Diploma of Dance (a two-year course), Advanced Diploma (a one-year course) or the Graduate Diploma of Classical Ballet (a one-year course) must leave Australia at the end of their course at the School, unless a further student visa has been successfully attained, and no later than the date stated on their student visas.

At the completion of Level 8, any offer of a contract to an overseas student by any Australian dance company is conditional on the appointment being approved by (a) the Media, Entertainment and Arts Alliance (the union body of the dance industry) and (b) the Department of Immigration and Border Protection (who have to approve a work visa). In the past, few contracts with Australian dance companies have been approved for overseas graduates, with negotiations often taking at least 12 months after graduation.

Course Outlines and Entry Requirements

Diploma of Dance - Elite Performance (CUA50113, CRICOS 089445B) The Diploma of Dance – Elite Performance is designed to provide participants with the technical skills, artistry, theoretical knowledge and appropriate attitudes that will lead towards the establishment of a career in the entertainment industry as a dancer or performer in a range of fields, including ballet, musical theatre, contemporary dance, television, advertising, acting, physical theatre or circus arts. Graduates of the Diploma of Dance – Elite Performance would also have a good basis for undertaking further training as dance teachers. As the national training institution for the dance profession, The Australian Ballet School has a close liaison with the industry through the major performing companies around Australia and internationally. Graduates continue to be employed by these companies and the course is continually responsive to the needs of the industry.

Duration

The course generally occupies two years' full-time study.

Study Outline

The units of competency within the courses require the application of a significant range of fundamental principles and complex techniques in dance theory and practice. Individual participants are responsible for their own achievement as artists and also play significant team roles in achieving the required outcomes.

Diploma of Dance - Elite Performance

Levels 5 & 6 – Diploma of Dance

Core units of competency

EAL and Academic studies

CUADAN501 Refine ballet technique

CUADAN502 Refine ballet performance skills

CUADAN505 Refine contemporary dance technique

CUADAN507 Refine dance partnering technique

CUAPRF501 Refine performance techniques

CUAPRF503 Prepare for performances in a competitive environment

CUAWHS403 Incorporate anatomy and nutrition principles into skill development

CUAWHS501 Maintain a high level of fitness for performance

CUVPRP502 Develop own sustainable professional practice

Elective units (all units must be completed)

CUACHR501 Create and perform complex dance pieces

CUADAN503 Perform repertoire for corps de ballet

CUADAN504 Perform ballet solo variations

CUADAN506 Refine cultural dance technique

CUAMUP501 Apply theatrical make-up and hairstyles

CUADLT402 Explore the relationship between music and dance

CUACHR403 Develop choreography skills

Electives - Gender Specific

CUADAN509 Refine pointe work techniques (F)

CUAWHS402 Participate in gym and weight training for performances (M)

Entry Requirements Diploma of Dance – Elite Performance

Entry into The Australian Ballet School is by audition only. All applicants for the Diploma of Dance – Elite Performance are expected to have completed a minimum education standard of Year 9 secondary schooling or equivalent. Students are selected on the basis of their suitability for vocational classical ballet training. This includes possessing the physical characteristics of a professional classical ballet dancer and the facility for dance (including coordination, musicality, artistry and appropriate temperament) that is required for intensive dance training in the field of classical ballet. Successful applicants will have demonstrated these characteristics and a level of dance ability that is considered appropriate by the Director for entry into The Australian Ballet School's training programme.

Due to the nature of the dance industry and the employment opportunities available, as well as the intense physical nature of dance training, vocational training must be undertaken during a certain age range. Consequently an applicant's age will be taken into consideration. Generally, successful applicants will be between 15 and 17 years of age.

The pathway through this course is via full-time face-to-face study.

Advanced Diploma of Dance Elite Performance (CUA60113, CRICOS 089444C) The Australian Ballet School Advanced Diploma of Dance was originally accredited in 1994 and is based on the training program developed by the School since its inception in 1964. The Advanced Diploma of Dance - Elite Performance is designed to provide participants with the technical skills, artistry, theoretical knowledge and appropriate attitudes that will lead towards the establishment of a career as a classical ballet dancer. As the national training institution for the dance profession, The Australian Ballet School has a close liaison with the industry through the major performing companies around Australia and internationally. Graduates continue to be employed by these companies and the course is continually responsive to the needs of the industry.

Dance training to vocational level requires intensive physical training. Delivery is in full-time face-to-face mode only. A range of support mechanisms are available through The Australian Ballet School to maximise the opportunities for participants to complete their course successfully.

Duration

The course generally occupies one year full-time study.

Study Outline

The units of competency within the courses require the application of a significant range of fundamental principles and complex techniques in dance theory and practice. Individual participants are responsible for their own achievement as artists and also play significant team roles in achieving the required outcomes.

Advanced Diploma of Dance Elite Performance

Core units of competency

EAL and Academic studies

CUADAN601 Perform dance repertoire at a professional level

CUADAN603 Extend ballet technique to a professional level

CUADAN604 Extend ballet performance skills to a professional level

CUADAN607 Extend contemporary dance technique to a professional level

CUADAN608 Extend contemporary dance performance skills to a professional level

CUAWHS602 Develop techniques for maintaining resilience in a competitive environment

CUVPRP502 Develop own sustainable professional practice

Elective units (all units must be completed)

CUADAN602 Perform advanced classical ballet technique

CUADAN605 Perform pas de deux at a professional level

CUADAN610 Extend allied contemporary dance techniques at a professional level

CUADAN508 Develop expertise in allied contemporary dance technique

CUACHR501 Create and perform complex dance pieces

CUADAN609 Extend cultural dance performance skills to a professional level

CUAIND601 Work professionally in the creative arts industry

CUAMUP501 Apply theatrical make-up and hairstyles

CUAWHS501 Maintain a high level of fitness for performance

CUAPRF503 Prepare for performances in a competitive environment

Gender Specific Electives

CUADAN606 Extend pointe work techniques to a professional level (F)

CUAWHS601 Apply advanced gym and weight training to ballet (M)

Entry Requirements Advanced Diploma of Dance - Elite Performance

Entry into The Australian Ballet School is by audition only. Entry to the Advanced Diploma of Dance - Elite Performance is generally through completion of the Diploma of Dance - Elite Performance, plus demonstration of the facility for dance (including coordination, musicality, artistry and appropriate temperament) that is required for professional performance in the field of classical ballet. However, the successful awarding of the Diploma of Dance - Elite Performance does not guarantee rite of passage into the Advanced Diploma of Dance - Elite Performance and generally successful applicants will have demonstrated these characteristics and a level of dance ability that is considered appropriate by the Director for entry into Level 7 of The Australian Ballet School's eight-level training programme.

Due to the nature of the dance industry and the employment opportunities available, as well as the intense physical nature of dance training, vocational training must be undertaken during a certain age range. Consequently an applicant's age will be taken into consideration. Generally, successful applicants will be between 17 and 19 years of age.

The pathway through this course is via full-time face-to-face study. Normal recognition of prior learning arrangements apply as per the Standards for Registered Training Organisations.

Graduate Diploma of Classical Ballet (National course code 10296NAT; CRICOS code 094275F) The Graduate Diploma in Classical Ballet is intended to provide participants with a range of knowledge, skills, generic and specific competencies to perform the following job role - virtuoso classical ballet dancer; an individual who possesses outstanding technical and artistic ability in the art of classical ballet. As the national training institution for the dance profession, The Australian Ballet School has a close liaison with the industry through the major performing companies around Australia and internationally. Graduates continue to be employed by these companies and the development of this course is responsive to needs expressed by the industry.

Dance training to vocational level requires intensive physical training. Delivery must be in full-time mode only. Therefore, part-time or distance delivery modes are not appropriate. Delivery must ensure access to opportunities for live performance. A range of support mechanisms is available through The Australian Ballet School to maximise the opportunities for participants to complete their course successfully.

The employment rate for graduates demonstrates the high quality and relevance of the vocational training offered by the School. 75% of the dancers employed by The Australian Ballet are graduates of the School. Graduates have gained employment in some 75 major ballet and dance companies throughout the world, some sight unseen, through the reputation of the training offered by The Australian Ballet School.

Duration

The course generally occupies one year full-time study.

Study Outline

The units of competency within the course require the application of a significant range of fundamental principles and complex techniques in dance theory and practice. Individual participants are responsible for their own achievement as artists and also play significant team roles in achieving the required outcomes.

Graduate Diploma of Classical Ballet

Core units of competency

CSBVBT801 Demonstrate virtuoso classical ballet technique

CSBVBT802 Demonstrate and perform virtuoso solo variations

CSBVBT803 Perform virtuoso pas de deux

CSBVBT804 Perform virtuoso repertoire

CSBVBT805 Demonstrate virtuoso contemporary dance technique

CSBPSY801 Apply psychological techniques to virtuoso performance

CSBNTR801 Apply nutrition principles to the requirements of a professional dancer

CUAIND601 Work professionally in the creative arts industry (available through training.gov)

CUAWHS501 Maintain a high level of fitness for performance (available through training.gov)

Core unit gender specific

CSBVBT806 Female: Demonstrate virtuoso pointe work techniques

CSBVBT807 Male: Apply extended gym/weight techniques to virtuoso ballet training

Entry Requirements *Graduate Diploma of Classical Ballet*

Entry into this course is by selective audition and/or assessment. All applicants for the Graduate Diploma of Classical Ballet are expected to have completed a minimum education standard of Year 11 secondary schooling or equivalent. Generally, students from non-English speaking backgrounds who are selected into The Australian Ballet School are required to have a basic comprehension of the English language. Overseas students from Assessment Level 4 countries will be required to provide evidence of an IELTS (International English Language Testing System) test score of at least 5.5 prior to enrolment and then, if necessary, be tutored in conversational English on arrival in Australia.

Students are selected on the basis of their suitability for virtuoso classical ballet training; an individual who possesses outstanding technical and artistic ability in the art of classical ballet. This includes possessing the physical characteristics of a professional classical ballet dancer and an exceptional physical aptitude for dance (including coordination, musicality, artistry and appropriate temperament), that is required for intensive dance training and virtuoso performance in the field of classical ballet. The successful awarding of The Australian Ballet School's Advanced Diploma of Dance does not guarantee rite of passage into the Graduate Diploma and generally successful applicants will have demonstrated these characteristics and a level of dance ability that is considered appropriate by the Director for entry into Level 8 of The Australian Ballet School's eight-level training programme.

Due to the nature of the dance industry and the employment opportunities available, as well as the intense physical nature of dance training, vocational training must be undertaken during a certain age range. Consequently an applicant's age will be taken into consideration.

The pathway through this course is via full-time study.

Instructions

To help you understand the application process and the procedures required, we have outlined a step-by-step process to guide you through each stage.

Answer all questions in all sections. Write clearly in black ink using BLOCK LETTERS and tick boxes where appropriate. We cannot consider your application if it is incomplete or unreadable.

School Term Dates and Application Cut-Off Dates for consideration into 2019 intake

Complete application must be lodged with The Australian Ballet School by the cut-off dates listed below. Applications received after the cut-off date will be considered for the next suitable intake.

2019 Course Commences - Term 1: mid-January 2019

Application cut-off dates - 18 August 2018

- Diploma of Dance – Elite Performance is a two year course – commencing mid-January with the second year concluding early December
- Advanced Diploma of Dance – Elite Performance is a one year course – commencing mid-January and concluding early December
- Graduate Diploma of Classical Ballet is a one year course – commencing mid-January and concluding early December

The School operates on a four term structure, with each year commencing mid-January and concluding early December. Students begin their year with Orientation and Graded Conditioning classes. All students are required to be in attendance on the first day of each term and are not permitted to leave the School until the completion of the last class at the end of each term. Term dates for 2019, when available, are listed on our website and it is requested that students make any necessary travel arrangements well in advance of holiday breaks (Please note that extracurricular School activities may sometimes be scheduled in the holiday breaks. Students will be advised as much in advance as possible of any such activities).

Application Process

Step 1: Information about studying at The Australian Ballet School

Read the terms and conditions of entry into the School, and visit www.australianballetschool.com.au for further information about studying in Victoria.

Step 2: Apply

Complete the application form and return it with the required documents addressed to 'The Australian Ballet School, Auditions'. All copies of the original documents must be provided in the original language, translated into English, and certified as the copies of the original documents by an authorised person in the country concerned. The documents required are:

- » DVD, USB, unlisted YouTube or Vimeo audition (requirements as listed at the completion of this application form)
- » photograph of applicant (requirements as listed at the completion of this application form)
- » a recent passport photograph
- » birth certificate or passport (page showing photograph and date of birth)
- » school reports for past two years
- » Middle School graduation certificate (Assessment Level 4 countries only)
- » English language competency test results (if applicable)
- » a reference letter from current school principal

- 1) **DVD and USB Applications** can only be accepted by post and must be sent to The Australian Ballet School, Auditions, 2 Kavanagh Street Southbank Vic 3006.
- 2) **Unlisted YouTube or Vimeo Applications** can be received via email to studentadmin@australianballetschool.com.au. YouTube or Vimeo links must remain unlisted and viewable until the audition result has been received.
- 3) **Audition video should encompass all criteria within a single video file**

Step 3: Application Assessment

The application together with either the DVD, USB, unlisted YouTube or Vimeo audition will be received by the School and assessed to determine suitable entry. To ensure your application is assessed quickly please ensure that all relevant documentation is provided. Results generally take 4-6 weeks to process.

Step 4:

A) Unsuccessful Application – A letter advising decline of application will be issued to the auditionee/applicant.

B) Letter of Advice – Applicable to successful auditionees/applicants only.

Countries of Assessment Levels 1 and 2 (including evisa)

- Successful applicants from Assessment Levels 1 and 2 countries will receive a letter of offer. An invoice will be issued once a student visa has been approved.

Countries of Assessment Levels 3 and 4

- Successful applicants from Assessment Levels 3 and 4 countries will receive a preliminary offer at this stage. An official offer letter and an invoice will be issued once a student visa has been approved.

For more information about Country Assessment Levels, please visit <http://www.border.gov.au/Trav/Stud>

Step 5: Acceptance – Applicable to successful auditionees/applicants only.

To accept our offer, parent and student will be required to sign and return the agreement.

Step 6: Confirmation – Applicable to successful auditionees/applicants only.

Upon receipt of signed agreement, the School will issue a Confirmation of Enrolment (CoE), Confirmation of Appropriate Accommodation and Welfare (CAAW) (if applicable)

Step 7: Apply for your Visa – Applicable to successful auditionees/applicants only.

All applicants must apply to the Australian Embassy for their student visa. Please visit the Department of Immigration and Citizenship website (www.immi.gov.au) for additional information about this process.

Step 8: Payment – Applicable to successful auditionees/applicants only.

Once the student visa has been approved, an invoice will be issued. Payment of tuition fees is regarded as an acceptance of the terms and conditions of enrolment at the School.

Step 9: Preparation – Applicable to successful auditionees/applicants only.

Pre-departure details such as the applicant's student visa and flight number must be provided to the School at least two weeks prior to arrival. For more information about commencing study at the School, please visit our website.

Step 10: Arrival Details – Applicable to successful auditionees/applicants only.

Successful auditionees from overseas are required to live at Marilyn Rowe House while undertaking training at the School, unless living with an approved family member or blood-relative in Australia.

INTERNATIONAL STUDENT APPLICATION FORM 2019

Applicant details

Surname

First Name

Date of birth

Age at 30 June 2018

Applicant height

Gender Female

Male

Australian Citizen Yes

No, please state

Country of birth

Passport Number

Passport expiry date

Nationality on passport

In what country will student apply for visa?

Academic details/English language

How many years of English Language has this student studied?

What country is the student currently studying in?

Current grade/year level

Please tick if one of the following applies to the student (evidence required)

Instructed in English as a main language

Instructed in English at an international school

Achieved IELTS test score of 5.5

Family details if applicant under 18 years of age

Father's Surname

Father's First Name

Street Address

City/Suburb

Province/State

Zip/Postcode

Country

Telephone

Mobile/Cell Number

Email

I would like to receive information of news and events (including E-Newsletter)

Mother's Surname

Mother's First Name

Address & contact details same as Father

Street Address

City/Suburb

Province/State

Zip/Postcode

Country

Telephone

Mobile/Cell Number

Email

I would like to receive information of news and events (including E-Newsletter)

Contact for Correspondence

Mailing Title

Address details as listed above

Street Address

City/Suburb

Province/State

Zip/Postcode

Country

Telephone

Mobile/Cell Number

Email

Audition method

DVD/USB Application (enclosed and sent via mail)

YouTube link - unlisted Vimeo link - unlisted

Link: (insert URL)

Please refer to the attached *Audition requirements, page 7 – Levels 5-8* for information regarding DVD/USB/unlisted YouTube Link or Vimeo Link content

Overseas Student Health Cover (OSHC)

Does the student have Overseas Student Health Cover (OSHC) for the intended length of course at The Australian Ballet School?

Yes (provide evidence)

No (The Australian Ballet School will arrange)

Accommodation details

Please read Accommodation and Welfare Policy before completing the section below:

- 1)** Student will board at Marilyn Rowe House, the student residence of The Australian Ballet School.
- 2)** I nominate a Department of Immigration and Citizenship (DIBP) approved relative to provide accommodation, welfare and airport reception. **This option must be selected if a student is under 15 years at time of enrolment or the student will be living with an approved relative.**

Please complete the next section if option 2 was selected from the above

Name of approved family/blood-relative

Relationship to student

Street Address

City/Suburb

Province/State

Zip/Postcode

Country

Telephone

Mobile/Cell Number

Email

Dance School details

Dance School

Dance Teacher(s)

Postal Address

City/Suburb

Province/State

Zip/Postcode

Country

Telephone

Declaration

Applicants 18 year or above to complete the following or parent/guardian of applicants under 18 years of age to complete the following:

Parent's Name (1)

Parent's Name (2)

Signature **Must sign**

Date

(1)

/ /

(2)

/ /

Payment details

International Audition Application Fee AU\$160 (Non-refundable)

- Bank draft made payable to The Australian Ballet School
(Please write applicant name on reverse of draft)

Credit card payment (please provide details below)

- Mastercard Visa

Total Amount AU\$

Card Number

Card Expiry /

CSC

Cardholder's name

Cardholder's Signature

Communication details

How did you hear about auditioning for The Australian Ballet School?

- 1.Dance School 2.Social Media 3.Website
 4.Mail 5.E-Newsletter 6.Other

- I have read and understood the terms and conditions included in the application

Parent Signature

DVD/USB/Video Audition

1. Audition Requirements

- 1.1 Via DVD, USB, unlisted YouTube link or unlisted Vimeo link
- 1.2 Length of DVD, USB, unlisted YouTube link or unlisted Vimeo link must be approximately 30 minutes
- 1.3 Audition video should encompass all criteria within a single video file

2. Contents of DVD, USB, unlisted YouTube or Vimeo link must contain the following:

- (a) Barre Work
 - Demi & Grand Plies – once in each position
 - » Battement Tendus – 4 in each direction on both legs
 - » Ronde de Jambe a terre and en l'air – 4 en dehors & en dedans
 - » Frappe – as for tendus & on demi-pointe
 - » Developpés 90 degrees – both sides, all directions
 - » Battement Fondus 45 degrees – both sides, all directions
 - » Grand Battements – as for tendus
- (b) Centre Work
 - » Port de Bras
 - » Adage
 - » Some centre practice with various pirouettes
 - » Basic allegro steps
 - » Small batterie combinations
 - » Grand Allegro
 - » Short Variation including beats, jumps and turns
 - » Enchainment with pirouettes (on pointe for girls).
- (c) Solo
 - » A short solo showing applicant's performing quality and personality.

3. How to Apply

- 3.1. Fill in the application form, selecting relevant training programme for applicant.
- 3.2. Film student demonstrating relevant audition requirements (as above) and save to DVD, USB, or unlisted YouTube or Vimeo link format
- 3.3. Include 2 x standard 4"x 6" full-length photographs of applicant in practice clothes, with student name on reverse side.
 - » Facing side in profile to the camera with feet in parallel 1st
 - » Tendu à la seconde à terre en face with arms in 2nd
- 3.4. DVD or USB applications will only be accepted via post with payment. Please ensure applicant's name is recorded on reverse of any bank draft (International cheque). Bank drafts are required to be posted and can be sent to Postal address:

The Australian Ballet School, Auditions

2 Kavanagh Street, Southbank VIC 3006 Australia

- 3.5. Unlisted YouTube or Vimeo link application will be accepted via email to:
studentadmin@australianballetschool.com.au

- 3.6. If emailing application, save the photos under the applicant's name and attach as separate files
- 3.7. Please note that applications will not be processed if illegible or incomplete.

General Audition Information

4. Conditions of Enrolment

- 4.1. Please be aware that no further discussion will be entered into following the release of your audition result.

5. Payment

- 5.1 Payment must be received with application in order for the application to be processed.
- 5.2 Payment can be made via bank draft (payable to The Australian Ballet School), money order, Mastercard or Visa card.

6. Refund Policy

- 6.1 The Australian Ballet School is unable to offer refunds once the application has been received by The Australian Ballet School.

7. General Information

- 7.1 Results will generally take 4-6 weeks to process. It is the applicant's responsibility to contact The Australian Ballet School after this period if you have not received a result.
- 7.2 DVDs or USBs cannot be returned to applicants
- 7.3 To be considered for a place in the next intake year (January/February), overseas audition applications via DVD, USB, unlisted YouTube or Vimeo link must be received by the School no later than **1st August 2018**
- 7.4 Preferred dress for audition:
Girls: Leotard, pink ballet tights, ballet shoes
Boys: Singlet top/t-shirt and tights or full-length tights/unitard with socks and ballet flats
- 7.5 Please refer to our website for details regarding The Australian Ballet School Training Programme.
- 7.6 For all enquiries, please contact The Australian Ballet School on +61 3 9669 2807.
- 7.7 The Australian Ballet School collects and uses your information in accordance with the relevant privacy legislation

Further Course Information and Agreement – Applicable to successful applicants only

Fee Information (based on 2018)

Diploma of Dance - Elite Performance		Advanced Diploma of Dance - Elite Performance	
First Year - Level 5		One Year Course Only - Level 7	
Annual Enrolment Fee	AU\$250	Annual Enrolment Fee	AU\$250
Dance Tuition Level 5	AU\$11,350	Dance Tuition Level 7	AU\$11,600
English language tuition	AU\$2,500	English language tuition	AU\$2,500
Diploma of Dance - Elite Performance		Graduate Diploma of Classical Ballet	
Second Year - Level 6		One Year Course Only – Graduate Year Level 8	
Annual Enrolment Fee	AU\$250	Annual Enrolment Fee	AU\$250
Dance Tuition Level 6	AU\$11,350	Dance Tuition Level 8	AU\$12,150
English language tuition	AU\$2,500	English language tuition	AU\$2,500

Notification of payment of dance tuition fees, annual enrolment fee, English tuition, academic fees, the Overseas Student Health Cover (OSCH) Premium (if applicable) and any additional/optional service fees and will be sent to the student together with the Offer Letter. Students who are continuing from one year to the next are required to pay 50% of their fees prior to the next year. The remaining 50% will be payable before the commencement of Term 3. Fees and other charges are subject to change and may vary from year to year. Any increase in fees during the period of study will apply to both new and continuing students.

International students enrolled at The Australian Ballet School, who are of the applicable age, will also be able to enrol at the Victorian College of the Arts Secondary School (VCASS) to continue regular academic studies - the Victorian Certificate of Education (VCE). International students enter Australia on a student visa under the CRICOS code of The Australian Ballet School (00253A). The Australian Ballet School will enrol international students of the applicable age at VCASS and the following academic fees will apply in addition to The Australian Ballet School fees listed above.

- » Diploma of Dance students enrolling in Year 11 academic studies (1st year of VCE): VCASS Academic Fee AU\$7,350 (approx.)
- » Advanced Diploma of Dance students enrolling in Year 12 academic studies (2nd /final year of VCE): VCASS Academic Fee AU\$7,350 (approx.)

Application Fee

Applications must be accompanied by AU\$160.00 (including GST). Payment to be made directly to The Australian Ballet School. The fee is non-refundable.

Tuition Fees

- » Successful applicants will receive an invoice for the annual enrolment fee of AU\$250
- » Successful applicants will receive an invoice for 50% of tuition fees plus associated fees on approval of their student visa
- » Tuition fees can be paid by credit card, bank cheque or bank draft or telegraphic transfer, made payable to The Australian Ballet School
- » Tuition fees are payable upon receipt of invoice and not before
- » Students must pay their tuition fees by the due date stated on their invoice or the offer of enrolment will be cancelled;
- » The Australian Ballet School is not responsible for any monies paid to an agent by the student or parent
- » English language tuition, if applicable, is in addition to the yearly tuition fee
- » A sibling discount of 10% is offered to families with more than one child enrolled at the School and applies only to applicants that are full-fee paying students

Tuition fees do not include:

- » Accommodation at the School's boarding residence, Marilyn Rowe House (2018 Fee AU \$19,300).
- » Separate charges apply for accommodation, airport reception, application fee and Overseas Student Health Cover.
- » Books, uniforms, stationery items, school trips or camps
- » Optional excursion/school activities that are not a part of the course of study or curriculum
- » Students in additional academic studies will be provided with schedule of fees
- » Vocational Education and Training (VET) subjects provided by a third party, which may require additional fees for materials and equipment

Airport Reception Fee

- » Students requesting accommodation will be picked up at the airport and taken to Marilyn Rowe House (AU \$320)
- » There is a non-refundable airport reception fee for this service, refer to Student Boarding Handbook sent to successful applicants receiving an offer

Accommodation

- » Marilyn Rowe House is the purpose-built boarding facility of the School. This premier facility at any one time is capable of housing up to 38 students and associated support staff. Led by the Head of Boarding, Marilyn Rowe House enables students at the School to experience the highest levels of pastoral care, whilst living in a community based on the needs of dancers.
- » Full-time international students must be accommodated in the Student Residence unless accommodated with, and fully supervised by, a parent/legal custodian or a blood-relative.
- » Further details will be provided in the Student Boarding Handbook sent to successful applicants receiving an offer

Terms and Conditions of Enrolment

Requirements

The Australian Ballet School has the right to reject an application at any stage of the enrolment process if it believes the student cannot meet the requirements of the student visa.

Applying

- » A completed application form accompanied by the audition DVD/USB or private audition request must be mailed to the School. Unlisted YouTube or Vimeo links along with the application form and two photos (refer to page 11, item 3.3) can be emailed to studentadmin@australianballetschool.com.au.
- » The application form will not be processed unless all relevant sections have been completed and all requested documentation is attached;
- » The student's parent must sign the application form where stated in the Parent's Declaration;
- » Successful students from Assessment Levels 3 and 4 countries are sent a preliminary offer letter until such a time that their student visa is approved;
- » For more information on student visas, visit the nearest Australian Embassy, High Commission or Consulate, or go to www.immi.gov.au;
- » Any copies of documents submitted must be certified as true copies of the original documents by an authorised person in the country concerned;
- » Faxed or scanned documentation will be accepted provided that original documents or certified copies are forwarded; and
- » All documents must be provided in the original language and translated into English.

Age requirements

The minimum age for enrolment is as follows:

Diploma of Dance – Elite Performance (two year course)	the student must be at least 15 years of age
Advanced Diploma of Dance – Elite Performance (one year course, following completion of Diploma of Dance – Elite Performance)	the student must be at least 15 years of age
Graduate Diploma of Classical Ballet (one year course)	the student must be at least 15 years of age

Minimum English Requirements

The student has fulfilled:

- English instruction as a main language; or
- English instruction at an International School for at least two years; or
- An achieved IELTS test score of 5.5 (or an equivalent score in an approved English language test such as TOEFL, DELTA)

Students from Assessment Level 3 and 4 countries must provide evidence of:

- IELTS test; and
- 75% average in English Language studies undertaken in Junior High School.

Responsibilities

The Australian Ballet School **only accepts responsibility** for information provided to international students via:

- » The Australian Ballet School's own publications;
- » The Australian Ballet School employees; and
- » Australian government agencies.

The Australian Ballet School **cannot** guarantee that students will:

- » Be enrolled at the School;
- » Successfully complete their studies; or
- » Gain entry into the dance profession/tertiary institution.

As part of a student's enrolment, The Australian Ballet School provide students with:

- » A staff member to act as their International Student Coordinator to oversee student services and pastoral care;
- » The same instruction and education services as all students;
- » Orientation Support on arrival;
- » Counselling and ongoing support;
- » A minimum of two written school reports per year;
- » Ongoing English language support;
- » Assistance with welfare and accommodation arrangements if requested by parents; and
- » Airport reception and transfer to arranged accommodation on arrival at Melbourne airport, if requested.

The Australian Ballet School may/can suspend or cancel the enrolment of a student for misbehaviour.

Prior to reporting a student to DIBP for non-compliance, suspending or cancelling a student's enrolment, The Australian Ballet School will advise the student and parents in writing, who will be given 20 days to appeal the decision.

Parents must ensure:

- » Their child has a valid passport and visa;
- » All living expenses and return airfares are met;
- » All applicable fees are fully paid for the duration of the student's enrolment;
- » They notify The Australian Ballet School immediately upon cancellation or change to their child's visa status;
- » Their child resides at the nominated accommodation arrangements;
- » Where a parent or DIBP – approved relative changes address in Australia, the School must be notified in writing within 7 days. Failure to do so will result in the cancellation of the student's visa;
- » That students under the age of 15 years reside with a parent or DIBP approved relative; and
- » The student has health insurance through the Overseas Student Health Cover (OSHC) scheme or similar for every year that they study in Australia.

Students must ensure that they:

- » Abide by the School's Code of Conduct including the welfare and accommodation policy;
- » Comply with all visa conditions; and
- » Do not engage in any activity that may endanger the safety of themselves or any other person.

Key Policies

Accommodation and Welfare Policy

- » Students under 15 years of age must live with and be cared for by a parent or a relative approved by the Department of Immigration and Citizenship;
- » Students over 15 years of age have two options for accommodation and welfare:
 - 1. They may live with their parents or a relative approved by the School of Immigration and Citizenship; or
 - 2. The student requires to be accommodated at The Australian Ballet School's boarding residence, Marilyn Rowe House;
- » Students issued with a Confirmation of Appropriate Accommodation and Welfare (CAAW) letter will have the period of welfare provision specified on the CAAW letter. This period will allow for 7 days prior to the student's course commencement and up to 7 days after the course completion;
- » Changing welfare/accommodation arrangements without the prior approval of The Australian Ballet School may result in a student's visa being cancelled;
- » The welfare of students under the age of 18, who have been issued a CAAW letter, is the responsibility of the School, delegated to the General Manager of the School;
- » The School takes no responsibility for any additional counselling or support arrangements parents enter into with private agencies or persons. Persons appointed for additional arrangements will not be able to access information directly from The Australian Ballet School under the Victorian Government Privacy Act;
- » The School requires students over the age of 18 to remain in their approved accommodation for the duration of their study as a condition of their enrolment at the School;
- » Students boarding at Marilyn Rowe House will be asked to sign an accommodation responsibility agreement on commencement of their enrolment. The agreement will outline the house rules and requirements as well as costs and methods of payment;
- » Students must have written permission from their parents or legal custodian in consultation with the School's Head of Boarding if they wish to stay away from Marilyn Rowe House overnight; and
- » Students and/or their parents are required to reimburse the School for any damage to property caused by the student, or costs incurred by the student during the student's time of residence.

Course Progress Policy

- » Students are required to demonstrate satisfactory course progress during the period of their enrolment as required by the School. Satisfactory performance is assessed by the School on a term by term basis and is consistent with the requirements for domestic students as determined by the School;
- » Students must satisfactorily complete all subjects/units necessary to be considered for entry to the next year level or to satisfactorily complete their course of study within their agreed study period as per their Confirmation of Enrolment (CoE);
- » Students must successfully complete all examinations to be eligible for the next year level. Successful completion, however, does not automatically result in progress to the successive next year level.
- » Students must complete the course within the expected duration as specified on the student's CoE. Where compassionate or compelling circumstances exist, or the School has implemented its intervention strategies, or study deferment has been approved, an extension may be possible

Intervention Strategy

Students failing to perform satisfactorily, in the first instance, will be counselled in an attempt to resolve issues affecting performance. Students may be provided with English language or subject specific tutoring or counselling to address personal issues. Services beyond those normally provided within the School's resources may incur additional cost. Students will be given career and guidance counselling;

- » Continued poor performance will result in the student's placement on a performance contract with the School for a specified period. Parents will be informed of this in writing and any further action;
- » If performance requirements are not met, the student will be reported to the Department of Immigration and Citizenship for non-compliance with visa conditions;
- » Students are advised before they are reported to the Department of Immigration and Citizenship and given 20 days to appeal the decision; and
- » Compelling and compassionate circumstances will be taken into account before reporting a student.

Attendance Policy

- » The School expects students to attend **all** scheduled course contact hours;
- » Students must attend a minimum 80% of scheduled course contact hours as a condition of their student visa;
- » Attendance is taken daily by the school and compliance with visa conditions is calculated every fortnight; and
- » Absences covered by a medical certificate do not contribute to the overall attendance percentage but may be taken into account when determining whether to report a student for non-compliance.

Intervention Strategy

- » Students and parents will be advised if attendance falls to 90%;
- » If attendance falls below 90%, the student will be interviewed by the School's Director (or nominee) and parents will be advised in writing;
- » If attendance falls to 85%, the student will be placed on a contract aimed at improving attendance;
- » If attendance falls below 80%, the student will be reported to the Department of Immigration and Citizenship for non-compliance with visa conditions;
- » Students are advised before they are reported to the Department of Immigration and Citizenship and given 20 days to appeal the decision; and
- » Compelling and compassionate circumstances will be taken into account before reporting a student.

Student Behaviour Policy

- » Students are required to abide by the School's code of conduct including the welfare and accommodation policy;
- » Students must comply with all visa conditions, and must not engage in any activity that may endanger the safety of themselves or any other person or that could lead to police charges. These are also grounds for suspension or cancellation;
- » The School may suspend or cancel a student's enrolment for misbehaviour;
- » Misbehaviour includes repeated breaches of the School's code of conduct or repeated disregard of school and/or boarding rules or expected standards of behaviour;
- » Students will be advised before they are reported to the Department of Immigration and Citizenship and given 20 days to appeal the decision; and
- » Compelling and compassionate circumstances will be taken into account before reporting a student.

Student Deferral Policy

- » The School under extreme circumstances may defer the enrolment of a student; however this could ultimately affect the outcome of the student's results. The grounds for consideration would be compassionate or compelling circumstances beyond the control of the student and which have an impact on the student's capacity and/or ability to progress through a course. These could include serious illness, injury or trauma, bereavement of close family members, major political upheaval or natural disaster in the home country;
- » Evidence of compassionate and compelling circumstances will be required; and
- » Deferral of studies is for a maximum of 6 months and cannot be issued retrospectively

Transfer Policy -Transfer to another registered provider

- » A letter of release will only be provided for a student who has been enrolled for less than 6 months in exceptional, compassionate and compelling circumstances and on a case by case basis;
- » Transfers to another registered provider prior to 6 months (2 terms) enrolment will be refused;
- » Students may apply to transfer to another registered provider after 6 months (2 terms) of enrolment
- » A letter of release will only be granted where the student has provided a letter from the other registered provider confirming that a valid enrolment offer has been made;
- » If the student is under 18 years of age, the parent or legal guardian must provide written support for the transfer;
- » If the student is under 18 years of age and is not cared for in Australia by a parent or suitable nominated relative, the valid enrolment offer must confirm that the provider accepts responsibility for approving the student's accommodation, support and general welfare arrangements;
- » A letter of release will not be granted where tuition or other fees are in arrears or the student has been or is likely to be reported for breach of visa conditions;

- » Transfer applications will be processed within 10 working days from the receipt of an application complete with all required information and an application fee; and
- » If the request to transfer is refused, students will be given 20 days to appeal the decision.

Student Travel Policy

- » This policy applies to students who have been issued a CAAW letter. The policy does not apply to students residing with a parent or a Department of Immigration and Citizenship approved relative;
- » Any trip taken within Victoria or interstate must be done so with the written approval of the student's parent and be endorsed by the School's General Manager and Head of Boarding; and
- » Students will be able to travel, subject to the above approvals, in the following circumstances:
 - The student is travelling with his or her family on a holiday;
 - The student is travelling on an excursion supervised by school staff;
 - The student is travelling with a person(s) holding a Police and Working with Children checks and approved by the School's General Manager and Head of Boarding;
 - The student is travelling in the company of a direct family member over 18 years of age (parent, sibling, aunt/uncle, etc) who will accept responsibility for the student during the travel. It is expected that students will be supervised at all times by adults who hold the required Police and Working with Children checks.

Complaints and Appeals Policy

- » The School is committed to having mechanisms to deal with complaints impartially, promptly and confidentially;
- » The formal investigation of a complaint will require that details of the complaint are lodged in writing;
- » Complaints will be responded to within 10 working days;
- » There is no cost associated in lodging a complaint with the School;
- » The identity of the complainant will be protected unless permission for disclosure is given;
- » The School will maintain a student's enrolment and accommodation/welfare arrangement while the internal complaints process is ongoing unless extenuating circumstances relating to the welfare of the student apply. This does not necessarily mean that a student must remain in class;
- » Complainants will be provided with a written statement of the outcome, including details and reasons for the decision;
- » Complainants have the right of appeal and will be advised of further avenues of review;
- » The School can arrange for an independent external body to hear the complaints or appeal where the internal complaints process has been completed and the student remains dissatisfied;
- » If the outcome of a complaint, either external or internal, is favourable to the student, the School will immediately advise the student of this and implement any decision and/or corrective and preventative action required; and
- » This agreement, and the availability of complaints and appeals processes, does not remove the right of the student to take action under Australia's consumer protection laws.

Privacy Policy

The enrolment form asks for personal information about the applicant as well as the applicant's family members and other carers. The purpose of collecting this information is to allow The Australian Ballet School to register the applicant and allocate staff and resources to ensure their educational and welfare needs. The information collected may be shared with contracted organisations concerned with the administration of the School.

Student details

This includes information about the applicants' personal details, country of birth, English language level and current level of study. This is used by The Australian Ballet School to determine the appropriate enrolment for the applicant, all of this information is kept strictly confidential and the School will not disclose it without consent, unless required by law.

Emergency contacts

These are people whom the School may need to contact in an emergency. Please ensure the people named are aware that they have been nominated and agree to their details being provided to the School.

Family details

This information is collected to enable information about student enrolment and progress to be supplied to the applicant's parents. The School should be informed as soon as possible about any changes to family arrangements. Information will only be given to those nominated on the application form.

Health information

Health information helps the School staff to properly care for the applicant. Please include information about any medical condition or disability. Information regarding the applicant's name, date of birth, gender and health cover status is required by the Overseas Student Health Cover (OSHC) provider for the payment of medical insurance.

Visa status

This information enables the School to process the applicant's enrolment and comply with Department of Immigration and Citizenship regulations.

Welfare and arrival

This information will ensure the applicant's safety and welfare on arrival and their appropriate living arrangements.

Information

Information on the Privacy Policy can be requested from the School's General Manager.

Refund Policy

If a student has to cancel their studies at the School for some unexpected reason they are entitled to request a refund. Below are the conditions and instructions on how to get a refund.

When am I entitled to claim for a refund?

A student is only entitled to a refund if they:

Situation	Evidence required
Move overseas before their course finishes	Copy of passport departure stamp
Have their visa refused or cancelled without reason	Visa refusal letter from DIBP

Students cannot claim a refund for the following administration or service fees once paid, even if the service was not used;

- application fee
- accommodation and placement fee and
- airport reception fee.

Students cannot claim a refund if they breach their visa conditions or fail to comply with their school's performance conditions or code of conduct (also refer to Cancellation of Enrolment).

How do I claim a refund?

To claim a refund for a student's tuition fees the School must receive a completed Cancellation and Refund Request form.

The request may be made by the:

- student or student's parents

Requests must be accompanied by:

- appropriate evidence (e.g. visa refusal letter from DIBP);
- bank account name, bank account number and bank address; and
- current home address and phone number.

If a refund is requested to a business account in Australia the request must include:

- Australian Business Number (ABN)
- Business trading name and
- Address and phone number of the business

Mail requests to:

**The Australian Ballet School
2 Kavanagh Street
Southbank Vic 3006 Australia**

How much of my tuition fees will be refunded?

Pre-commencement

Situation	Refund Available
Student has received an offer but is refused a visa to enter Australia	Full refund of tuition fees paid
The School cancels the student's enrolment without explanation	Full refund of tuition fees paid to one month before the start of a course
The School is unable to commence delivery of the program	Full refund of tuition fees paid
Student fails to commence the course for any reason after a visa is issued	A full refund of tuition fees paid less 30% of the annual tuition fee for the year in which the student withdraws

Post-commencement

Fees are payable strictly in advance and the School reserves the right to admit only fee-paying students to classes. A full term's notice must be given in writing if a student is to be withdrawn from the course. No refund of fees is applicable for the term in which the student withdraws. Change of visa status to a residence visa where tuition fees are not required - Refund all tuition fees paid for any weeks not yet commenced from the date of visa grant. e.g. permanent residence visa

Conditions

- » Refunds will be made within 4 weeks of the date of receipt of the application for refund;
- » Requests must be accompanied by appropriate evidence;

- » Failure to provide appropriate details or evidence may result in your refund being delayed;
- » Only parents can request a refund to be paid to another party on their behalf; and
- » Where a third party, such as an education agent, or a student requests a refund, the refund will only be paid to the parents. This will be done by either bank draft or bank transfer.

What if I disagree with my refund?

Refund complaints procedure

- » Enquiries regarding refund calculations can be made to The Australian Ballet School
- » Students or parents have up to 30 days to lodge a formal complaint from the date they receive remittance advice of their refund. This must be done in writing addressed to the General Manager, The Australian Ballet School
- » The General Manager will consider the formal Complaint

After consideration of all of the available evidence, the General Manager may decide to;

- uphold the complaint and issue a refund of the appropriate amount and/or restore the student's enrolment; and
- dismiss the complaint

This agreement does not remove the right to take further action under Australia's consumer protection laws.

Cancellation of enrolment

- » If tuition fees are not paid by the specified date on the invoice, the student's enrolment will be cancelled;
- » If a student's attendance falls below 80 % or fails to meet the academic performance standards required by DIBP, enrolment will be cancelled without refund; and
- » Failure to adhere to student disciplinary regulations may lead to the cancellation of the enrolment without refund.

The terms and conditions of this refund policy override any previous terms and conditions of refund. Changes to the Refund Policy are ongoing. Contact The Australian Ballet School to confirm the details of this policy. The complaints policy contained in these terms and conditions of enrolments is available to a student in the event of a complaint in relations to a claim for a refund. Nothing, however, prevents the student from exercising the right to pursue all other legal remedies. This agreement does not remove the right to take further action under Australia's consumer protection laws.

Agreement

Medical

- » Student will maintain current Overseas Student Health Cover throughout the programme;
- » The parents' consent to the student attending and participating in extra-curricular activities;
- » The School has been informed of any pre-existing medical, intellectual, social or physical conditions; and
- » In the event of accident or illness, parents give permission
 1. for school staff to arrange emergency medical treatment for the student; and
 2. guarantee to cover any applicable costs.

Tuition Fees

- » Student must pay tuition fees by the due date stated on the invoice, or the offer of enrolment may be cancelled;
- » Tuition fees **do not include**
 - uniform
 - books
 - stationery items
- » Separate charges apply for
 - English language tuition
 - Enrolment fee
 - Secondary school at VCASS if applicable
 - accommodation
 - airport reception
 - application fee, and
 - Overseas Student Health Cover.

Refund

- » Student is eligible for a refund if one of the conditions, as per refund policy, is satisfied;
- » The following fees are non-refundable even if the service is not used: application, accommodation and placement, airport reception, and school transfer;
 1. A student cannot claim a refund if he/she breaches a visa condition, or fails to comply with school performance conditions or code of conduct; and
 2. A refund for Overseas Student Health Cover must be requested of the provider (e.g. AHM).

Attendance

- » Student will be advised if attendance falls below 90%; and
- » If attendance falls below 80%, the student will be reported to DIBP for non-compliance with visa conditions.

Artistic/Academic Performance

- » Student will abide by the School's code of conduct including the welfare and accommodation policy of the School, and comply with all visa conditions;
- » The Australian Ballet School may suspend or cancel the enrolment of a student for misbehaviour; and
- » Student is committed to satisfactorily completing their programme.

Accommodation and Welfare

1. Primary school students will live with a parent at all times;
2. Secondary school students under 15 will live with a DIBP approved relative at all times;
3. Students over 15 will live with a DIBP approved relative, or The Australian Ballet School boarding residence, Marilyn Rowe House and will attract a further fee to cover accommodation;
 - » Welfare arrangements cannot be changed after accepting the offer, and not without The Australian Ballet School approval.

Travel

- » Any trip within Victoria or interstate must have written approval from the student's parent and have this endorsed by the School's General Manager; and
- » Students will be eligible to travel, subject to the above approval, in the circumstances detailed in the Student Travel Policy.

Student Support Services

- » Students are provided with the opportunity to access welfare-related support services to assist with issues that may arise during their study, including course progress and attendance requirements and accommodation issues. These services are provided at no additional cost to the student. If the School refers the student to external support services, the School will not charge for the referral.

School Transfer

- » Student may apply to another school after 6 months (2 terms) of enrolment;
- » A letter of release will only be granted where the student has provided a letter of offer from another registered provider.

Grievance

- » The School is committed to having a mechanism to deal with complaints impartially, promptly and confidentially, and will respond within 10 working days of your formal lodgement of complaint; and
- » If a problem is not resolved further action will be taken, or if complainants are unhappy with a decision, they have the right to appeal.

Privacy

- » The information collected herewith will be used by The Australian Ballet School for enrolment and welfare purposes; and
- » Information may also be provided to Overseas Student Health Cover providers, DIBP, other government Schools, the School's Health Team and contracted organisations concerned with the application of the student.

Records Management Policy

- » Students records will be maintained in hard copy for a period of at least five years and electronic copies of student record will be kept for a period of 30 years according to the archiving requirements of the Standards.
- » All data will be recorded and stored in accordance with the Victorian Privacy legislation.
- » Student personal details and records shall be maintained in a current up to date condition, updating of records will be actioned upon receipt of advice of changes from student/parents.
- » Only the School's staff directly involved with student welfare and or student results will have access to personal student details.
- » Upon reasonable request and notice the School's administrative staff shall provide a student with access to their personal student records and reissue statements of attainment or qualifications achieved.
- » Upon receipt of written consent by a student, the School's staff will provide a third party with student's personal details.
- » Access to student records may be provided where the Standards for Registered Training Organizations or an officer of the law require the School to do so.

Please note the terms, conditions and policies are subject to change; the code of conduct is available upon request.

Glossary

ABS	The Australian Ballet School
AHM	Australian Health Management (Health Cover)
AQF	Australian Qualifications Framework
ASQA	Australian Skills Quality Authority
CAAW	Confirmation of Appropriate Accommodation and Welfare
CRICOS	Commonwealth Register for Institutions and Courses for Overseas Students
DIBP	Department of Immigration and Border Protection
eCoE	Electronic Confirmation of Enrolment
IELTs	International English Language Testing System
OSHC	Overseas Student Health Cover
RTO	Registered Training Organisation
VCAA	Victorian Curriculum Assessment Authority
VCE	Victorian Certificate of Education
VET	Vocational Education and Training
VCAL	Victorian Certificate of Applied Learning

International Student Coordinator
The Australian Ballet School
2 Kavanagh Street
Southbank, Victoria 3006 Australia

Tel: +61 3 9669 2807
Facsimile: +61 3 9686 1164

Email: ask@australianballetschool.com.au
Website: www.australianballetschool.com.au

About Melbourne

Melbourne is the capital of the state of Victoria and, with a population of approximately 3.2 million, is Australia's second largest city. Melbourne is renowned as Australia's premier centre for arts, culture, entertainment, culinary excellence, shopping, and sporting spectacles. Situated on the southeast edge of Australia, Melbourne has a temperate climate. Rainfall is fairly evenly spread throughout the year and the weather is mostly moderate.

Seasons and climate

Despite its small size, the Victorian climate varies across the state. The north is much drier and warmer weather than the south. Australia's seasons are the reverse of those in the northern hemisphere. The climate can be characterised as warm to hot in summer

Season	Average Min C	Average Min F	Average Daily Max C	Average Daily Max F
Summer (December to February)	14C	57F	33C	100F
Autumn (March to May)	11C	52F	20C	68F
Winter (June to August)	7C	45F	14C	57F
Spring (September to November)	10C	50F	20C	68F

(December to February), mild in autumn (March to May), cold and damp in winter (June to August), and cool in spring (September to November).

* The seasons in Australia are the reverse of the northern hemisphere

The Cultural Precinct

Situated opposite the Botanical Gardens and within easy walking distance of the Central Business District, lies the Victorian Arts Centre with its landmark spire - the gateway to Melbourne's cultural precinct. Tucked away behind this magnificent theatre complex, in the heart of the cultural precinct, you will find The Primrose Potter Australian Ballet Centre which houses both The Australian Ballet and The Australian Ballet School.

Cost of Living

Living costs for a single student can range from AU\$13,000 to AU\$20,000 per year depending on lifestyle and accommodation. The Australian dollar is the unit of currency and 100 cents = \$1. To find out the current exchange rate, see the web currency converter <http://www.oanda.com>

Transport

Getting around Melbourne is easy. With its flat terrain and structured grid pattern, Melbourne's Central Business District is easy to explore on foot. The public transport system is known as The Met and you can change from tram to train to bus all on one Met ticket. Tickets can be bought to cover a two-hour, daily or weekly requirement. (Met tickets can be purchased on buses and trams or at train stations and newsagents). Alternatively, a myki account can be opened and passengers can swipe their card on all trains, trams and buses. Generally, the system operates between 5.00am and midnight Monday to Saturday and 8.00am to 11.00pm on Sundays.

Health Issues

To satisfy visa requirements, all international students must be covered by medical insurance called Overseas Student Health Cover (OSHC). The Australian Ballet School makes the necessary arrangements for health insurance for successful applicants.

Student Visa Requirements

The Australian Ballet School sends information to Australian Consulates or Embassies in the countries of successful applicants to facilitate the issue of a student visa.

For more information on Melbourne and Australia, see the following web sites:

www.melbourne.com.au for useful links to many other informative sites

www.thatsmelbourne.com.au for listings of events and lifestyle options

www.melbourne.vic.gov.au useful information for students and residents, available in several languages

<http://www.visitvictoria.com/> the official tourism website for Melbourne & Victoria

For further information on Public Transport, visit The Met website www.victrip.com.au

For further information on Student Visas, visit the Department of Immigration and Border Protection website www.immi.gov.au

For maps of Melbourne addresses, visit www.whereis.com.au

Application Checklist

An incomplete application may cause delays in processing. To ensure your application is processed quickly, please complete the application by ticking the boxes below.

- I have read, understood and signed the terms and conditions of enrolment
- A parent/guardian has signed the application form
- I have completed all sections of the application form
- I have provided the application fee of AU\$160.00 (including GST) (original bank cheque, money order, etc. required)
- I have provided 2 x standard 4"x6" photographs of applicant in practice clothes (please write students name on back of each photo if sending by post)
 - 1) Full length photograph of applicant facing side in profile to the camera with feet in parallel 1st
 - 2) Full length photograph of applicant with a tendu à la seconde à terre en face with arms in 2nd
- A recent passport photograph
- I have provided the DVD, USB or Video audition (requirements as listed at the completion of this application form)
- I have provided the compulsory documentation (translated and certified) as listed below

The following items pertain to compulsory documentation which is required to be translated and certified

All copies of the original documents must be provided in the original language, translated into English, and certified as the copies of the original documents by an authorised person in the country concerned.

- Birth certificate or passport (page showing photograph and date of birth)
- School reports for past two years
- Middle School graduation certificate (Assessment Level 4 countries only)
- English language competency test report and results (if applicable, please refer to DIBP visa requirements)
- Reference letter from current school principal

Please keep a copy of this application, conditions and agreement for your own record and subsequent enquiry