

CONTRACT WITH WELLINGTON GIRLS' COLLEGE

1. The College observes the Code of Practice for the Pastoral Care of International Students (www.minedu.govt.nz). Its obligations are limited to those set out in the Code.
2. I understand that my daughter must have a valid student visa issued by the New Zealand Immigration Service for the duration of her study at the College if her course is longer than three months.
3. I have read and understand the International Student Discipline Policy. I undertake that my daughter will behave in a manner acceptable to the College and abide by the rules of the College. If she fails to do so, her enrolment at the College may be terminated.
4. My daughter will choose a course of study that is appropriate to her ability and English comprehension. The College may review and adjust my daughter's course of study if the College decides that is in her best interests.
5. I have disclosed any special needs that my daughter may have.
6. I have read and understand the College Fee Refunds Policy.
7. I understand that my daughter may not own or drive a motor vehicle while she is enrolled as a student at the College.
8. I will notify the College through my daughter of any change of my contact details.
9. This contract is governed by New Zealand law. Any disputes or disagreements will be resolved in New Zealand. I have the right to complain to the Board of Trustees, who govern the College. If I am not satisfied with their decision, I may complain to the International Education Appeal Authority (www.minedu.govt.nz). I agree that I will exercise these rights before taking any other proceedings. Any legal proceedings must be conducted in the New Zealand courts. Under no circumstances will any aggravated or exemplary damages be payable.

10. **EITHER** I have arranged for Medical Insurance for my daughter

OR I wish the College to arrange Medical Insurance for my daughter at a cost of \$600 per annum approximately

If you wish the College to arrange Medical Insurance, please answer the following questions.

- 1 Has your daughter been hospitalised in the last 6 months? No Yes
- 2 Does your daughter suffer from or has she ever suffered from a serious or life threatening medical condition? No Yes
- 3 During the 6 months prior to this application, has your daughter suffered sickness or injury for which medical treatment has been sought, given, recommended, or for which a reasonable person would have sought medical attention? No Yes

11. I do I do not

give permission for publication of my daughter's photograph on the WGC web site, in school publications or on a WGC Facebook page.

Living Arrangements - Choose one of these options and fill in the details clearly.

EITHER I agree that my daughter will live with a close relative or friend approved by me who will act as guardian:

Name: _____

Phone number: _____

Address: _____

And I will return the completed Designated Caregiver Indemnity document to the College. I understand that the College will visit the address of the designated caregiver and may terminate my daughter's enrolment at the College if the accommodation is considered unsuitable or unsafe.

OR I agree to place my daughter on Wellington Girls' College homestay programme

In return for the College finding a homestay for my daughter:

1. I confirm that I have read the College's accommodation policy for international students. I understand that the College approves homestay accommodation, arranges police vetting, and supports students and the homestay families, in accordance with the Code. The Director of International Students will meet my daughter at least every three months to ensure that she still finds the accommodation suitable. I understand that the College cannot eliminate all risk. It is my responsibility to tell the Director of International Students immediately if there are any problems with the homestay accommodation. If another homestay is required, the College will take steps to arrange it.
2. I understand that unacceptable behaviour on the part of my daughter in her homestay may lead to termination of my daughter's enrolment at Wellington Girls' College.
3. I agree to pay the homestay fees in advance as specified in the Application Form, which forms part of this contract.
4. I agree to settle all outstanding accounts such as telephone bills with the homestay family immediately they are due. I understand that failure to do so will be regarded as a breach of the homestay contract and my daughter may be asked to leave.
5. I undertake that my daughter will not leave the homestay for another permanent address without the knowledge and permission of the Director of International Students.

Signed: _____

Date: _____

(Parents/Guardians)