

TOURIST VISA INFORMATION FOR SCHOOLS

School age children entering Australia on a tourist or visitor visa are permitted to attend Queensland government schools on a fee-paying basis for a period of up to twelve weeks. Children may attend for a maximum of twelve weeks (or one school term) provided the visa covers the period of attendance. Permission to attend the school can be granted only once within a twelve month period.

Children less than 16 years of age are **not permitted** to attend a Queensland government school unless they are staying with a parent or close relative (eg Aunt, Uncle, Grandparent). Education Queensland International strongly recommends that students aged 16 to 18 years also live with a parent or close relative. Parents are required to complete a 'Tourist Visa Parent Declaration Form' for students aged 16 to 18 years that do not live with a parent or close relative.

All inquiries regarding attendance eligibility must be made directly to Education Queensland International, by the parent, relative or interpreter. Inquiries must be made only **after** the child's arrival in Queensland.

Education Queensland International provides the following documents to parents/carers of Tourist Visa holders interested in attending a Queensland government school:

- ◆ 'Tourist Visa School Attendance Guidelines for Parents'
- ◆ 'Tourist Visa School Attendance Request Form'
- ◆ 'Tourist Visa Parent Declaration Form' (for applicants aged 16 to 18)
- ◆ 'Tourist Visa Payment Notification Form'

The 'Tourist Visa Attendance Request Form' must be completed by the child's parent and submitted with the appropriate payment to EQI. For students aged 16 to 18 years, parents are also required to complete a 'Tourist Visa Parent Declaration Form'.

Prior to submitting the above forms, parents/carers must contact the intended school to find out if a place would be available for the child on the required dates. The decision to permit a tourist visa holder to attend a particular school is entirely at the discretion of the School Principal. If a place is available, Education Queensland International requires the parent/carer to obtain a signature from the school Principal on the 'Tourist Visa School Attendance Request Form' indicating the school's willingness to permit the child to attend school when the necessary fees has been paid to Education Queensland International, **prior to submitting forms to EQI.**

Following receipt of the required documentation and payment, Education Queensland International enrolls student on eMinerva. A fax is sent to the school to confirm the child's attendance dates. Education Queensland International also forwards the appropriate grant to the school to cover the tourist visa attendee's costs through the GAPS payment system. This grant is to defray the costs of all compulsory aspects of schooling excluding equipment or materials that are normally provided on a group basis for in-class use. Costs associated with any **compulsory** school event or activity need to be met by the school. Tourist visa attendees are expected to pay the school directly for any **non-compulsory** excursions/programs that the tourist visa attendee wishes to attend, as well as uniforms and stationery needs (pens, pencils etc). Schools are required to place the tourist visa attendee in an appropriate class at the school and ensure that routine duty of care and support is provided. Schools can exercise discretion regarding using the grant towards provision of any additional support (such as additional ESL) and resources to tourist visa attendees.

Tourist visa attendees are expected to attend classes regularly and obey all school rules. Should any specific disciplinary or emergency situations arise during the course of attendance, schools should contact Education Queensland International.

Tourist Visa attendees are not covered by 'Overseas Student Health Cover'. Medical expenses need to be organized directly by the family.

FEES PAYABLE BY TOURIST VISA ATTENDEES:

- ◆ Fees must be paid in advance in one payment to Education Queensland International, for all tourist visa school attendance.
- ◆ Subject to the validity of tourist visas, attendance for periods **in excess of two weeks and up to twelve weeks (maximum period permitted)** will be charged pro rata on a weekly fee for the particular year level. Attendance for any day/s of the week incurs the full week's charge.
- ◆ A minimum payment of 2 weeks is applicable to all visitor visa attendees.
- ◆ No refunds will be made after the payment has been made to Education Queensland International.
- ◆ Once the initial application has been processed, no extensions will be permitted.
- ◆ Fees paid cover all compulsory school events or schooling activities.
- ◆ **An Application Fee of AUD\$100 applies to all tourist visa attendance applications received by EQI.**

	PRO RATA WEEKLY FEES 2010
Prep Year	AUD\$250.00
Primary (1-7)	AUD \$250.00
Junior Secondary (8-10)	AUD \$262.50
Senior Secondary (11-12)	AUD \$300.00

TOURIST VISA APPLICATION PROCESS

1. Parent/carer of Tourist Visa holder contacts Education Queensland International (EQI) regarding entry to school.

(In cases where parent/carer/agent contacts schools directly, schools should refer them to EQI advising them regarding the possibility of the school accepting the child. If the parent has completed the 'Tourist Visa School Attendance Request Form' referred to in Point 6 below, the School Principal should sign the appropriate section in the form).



2. EQI forwards the following documents to parent/ carer:

- ◆ 'Tourist Visa School Attendance Guidelines for Parents'
- ◆ 'Tourist Visa School Attendance Request Form'
- ◆ 'Tourist Visa Parent Declaration Form' (for applicants aged 16 to 18)
- ◆ 'Tourist Visa Payment Notification Form'



3. Parent reads the 'Tourist Visa School Attendance Guidelines for Parents'



4. If the child meets the attendance conditions, parent/carer rings the school they wish the child to attend. Parent/ carer contacts the Principal to check if there is a place available for the child for the dates required.



5. If the school can accept the child, **parent** completes and signs the 'Tourist Visa School Attendance Request Form'.



6. Parent/Carer requests the School Principal to sign the 'Tourist Visa School Attendance Request Form'.



7. Parent/ Carer attaches copies of child's passport (including page with child details, visa, and date of entry stamp) and parent's or relative's passport title and visa page to the 'Tourist Visa School Attendance Request Form' and returns to EQI with appropriate payment.

Payments can be made by credit card, direct deposit or cheque.

For credit card or direct deposit payments, parents are required to complete the attached form and return to Education Queensland International with the required documents. For cheque payments, please make cheque out to 'Education Queensland International' and return to Education Queensland International with the required documents.

Credit card payments can also be made in person at Education Queensland International.



8. If attendance is approved Education Queensland International enrolls student on eMinerva, collects fees and issues a receipt for payment of fees and faxes a letter of approval to school.



9. Parent/Carer takes the receipt as proof of payment of school attendance fees to the school on the first day.