Equator Information Technology

LETTER OF OFFER #«offers-id»

**Date:** 30 October 2024

We are excited to offer you a place at **Equator Information Technology**. This Letter of Offer outlines important details regarding your admission and payment options. We are committed to supporting you through every step of your educational journey and look forward to welcoming you to our vibrant academic community.

Please find below the specifics regarding your offer.

**Personal Details**

|  |  |  |
| --- | --- | --- |
| **Full Name:** | «students-name» | **Gender:** «students-gender» |
| **Date of Birth:** | «students-dob» («students-age»years old) | **Student No:** «students-student\_id» |
| **Email Address:** | «students-os\_email» | **Passport No:** «students-passport\_code» |
| **Nationality:** | «students-country» | **Visa Type****:** «offers-visa\_type» |
| **Agency:** | «agents-agent\_name» |  |

**Courses Details**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course Code** | **Course Name** | **Start Date** | **End Date** | **Course Duration (weeks)** |
| {{#grid offer\_courses}}{{products-code}} | {{products-name}} | {{#date offer\_courses-start\_date "dd/MM/yyyy"}} | {{#date offer\_courses-end\_date "dd/MM/yyyy"}} | {{offer\_courses-period\_length}} |

**Fees Details**

|  |  |
| --- | --- |
| **FEE NAME** | AMOUNT |
| {{#grid offer\_items}}{{offer\_items-description}} | {{#currency offer\_items-total\_amount}} |
| **TOTAL** | $«offers-offer\_amount» |

*The total amount includes a tax of $«offers-tax\_amount»*

**Instalment Details**

|  |  |  |
| --- | --- | --- |
| **INSTALMENT #** | **DUE DATE** | **AMOUNT** |
| {{#grid offer\_install\_groups}}{{offer\_install\_groups-instalment\_no}} | {{#date offer\_install\_groups-due\_date "dd/MM/yyyy"}} | {{#currency offer\_install\_groups-amount}} |

**Bank Details**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Please arrange for funds to be forwarded by cash, cheque or telegraphic transfer to:    **Bank Account Details: Equator IT**   |  |  | | --- | --- | | Account name: | EQUATOR IT | |  | Trust Account | | Account number: | 123-1234-12345 |   The Government Sales Tax (GST) of 10% is calculated on the following fees :  Airport Pickup Fee, Accommodation Placement Fee and Private Tuition  Student Number must be used as a reference for payments for any Outstanding Fees. |

**Terms and Conditions**

1. **Acceptance of Offer**  
   This offer is valid for 14 days from the date of issue. To accept the offer, you must sign and return the attached acceptance form before the offer expiry date.
2. **Course Fees**  
   All course fees must be paid in full prior to the course commencement date unless an installment plan is agreed upon. Late payments may result in delays in enrollment or cancellation of the offer.
3. **Refund Policy**

* Full refunds are available if cancellation is made at least 14 days before the course start date.
* Cancellations made less than 14 days before the course commencement may result in a partial refund, subject to administrative fees.
* No refund will be issued once the course has started.

1. **Course Changes**  
   Equator Information Technology reserves the right to modify course dates, schedules, or instructors when necessary. Students will be notified of any changes in advance.
2. **Visa and Study Requirements**  
   International students are responsible for obtaining the appropriate visa and meeting all study requirements. Failure to comply may result in the cancellation of enrollment.
3. **Code of Conduct**  
   Students must adhere to the school's code of conduct. Failure to do so may result in suspension or expulsion from the course, without a refund.
4. **Liability**  
   Equator Information Technology is not responsible for any personal injuries, loss, or damage to personal property that may occur on campus or during course-related activities.
5. **Privacy**  
   Your personal information will be handled in accordance with our Privacy Policy and will not be shared with third parties without your consent.

By accepting this offer, you agree to the Terms and Conditions outlined above.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ confirm that I have thoroughly reviewed and understood the Letter of Offer, the Account Statement for Instalments (if applicable), the entry requirements, prerequisites, and the mode of study for the course I have chosen. By signing below, I accept the offer from Equator Information Technology and agree to adhere to the terms outlined in this Agreement.

I also declare that I have read, comprehended, and agree to the Terms and Conditions of my enrollment.

Signature of Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_ (DD / MM / YYYY)

FOR APPLICANTS UNDER THE AGE OF 18

Name of Parent/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Parent/ Guardian \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_ /\_\_\_\_\_/\_\_\_\_\_ (DD / MM / YYYY)

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ acknowledge that I have read and understood this Letter of Offer, Account Statement for Instalments (if applicable), entry requirements, prerequisites, and mode of study for the course I selected and hereby accept the offer made by Language Links International and agree to be bound by this written Agreement.

I hereby declare that I have read, understood, and accepted the **Terms and Conditions** of enrolment. I also acknowledge that I have read and

understood all other relevant information contained in the **College Website** ‘www.languagelinks.wa.edu.au’ and **Student Handbook**

Signature of Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_ (DD / MM / YYYY)

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