Dear Holmesglen representative,

This is to inform you about important ESOS and student financial requirement changes that will come into effect from 1 July 2012.

1. **Prepaid fees**
   - From 1 July 2012 the amended legislation requires that providers on CRICOS may not receive more than 50 per cent of the total tuition fees for the course before the student commences (except for short courses 24 weeks or less). After the student commences the course, providers may not require any remaining tuition fees until two weeks before the start of the student's second study period.

2. **Written agreements with students**
   - The provider must enter into a written agreement with the student concurrently with or prior to accepting tuition fees for a course from the student. The written agreement must set out the tuition fees for each study period in accordance with the legislation. There should be no circumstance in which either the agent or student is unaware of the amount of tuition fees that can be collected either by the provider or on the provider's behalf.

3. **Providers requirement to notify via PRISMS of student default within 5 business days**

   **What is Holmesglen doing and how you can support us?**

   **Items 1 and 2** - Holmesglen will be revising its letters of offer and fee schedule to take into account these changes. I request that you and your staff familiarise yourselves with the new format to ensure that students forward the correct tuition fee as stated in the Letter of Offer and Fee Schedule.

   **Item 3** - Holmesglen understands that students may be late in commencing due to delays in the issuing of their visas. I therefore seek your cooperation to email us in advance of the course commencement date on a student's offer to advise if the student visa is delayed. Please email this information to international.admissions@holmesglen.edu.au

   This information will be placed on the student file and would ensure that the student is not disadvantaged by incorrect reporting.

   **Changes to Student Visa Living Cost Requirement from 1 July 2012**

   As part of stage two of the Knight review, student visa applicants are required to demonstrate and/or declare they have sufficient funds to cover their living expenses for one or two years. This of course is dependant on their assessment level. Effective 1 July 2012 financial requirements for prospective student visa applicants will increase from A$18,000 to A$18,610 per year.

   For further information and information relating to financial requirements for partners, dependants and children, please visit the Department of Immigration & Citizenship website at www.immi.gov.au

   Thank you for your support to Holmesglen and we look forward to continuing to work with you.

Kind regards,

David Endean
Director - International Centre
Holmesglen Institute
CRICOS Provider No: 00012G