

INTERNATIONAL FEE-PAYING STUDENTS

INTRODUCTION

The Board recognises the value of having International Fee-paying Students in our School each year.

OBJECTIVES

1. To provide opportunities for students from different countries and cultures to enhance our School.
2. To give opportunities for students from different countries and cultures to study in the New Zealand Intermediate School system.
3. To supplement the School's income.

GUIDELINES

1. The number of spaces available for International Fee-paying Students in the School will not exceed 5% of the domestic school roll.
2. International Fee-paying Students will be enrolled under the conditions of the Code of Practice for the Pastoral Care of International Students (revised 2010). Cobham intermediate School will abide by the laws and regulations pertaining to Immigration New Zealand. The school will contact the parents of international students prior to accepting students for enrolment.
3. International Fee-paying Students must live in one of the following types of accommodation, as in accordance with the Accommodation Policy:
 - With a parent
 - With a designated caregiver
 - With a homestay caregiver
4. All homestays will be evaluated by the School's International Liaison Officer and be subjected to Police vetting processes.
5. Indemnity authorisation in a homestay/designated caregiver situation by the natural parent(s) or legal guardian(s) is mandatory prior to enrolment.
6. All enrolments will be at the discretion of the Principal.
7. The level of tuition fees payable (subject to GST) will be determined annually by the Board of Trustees. Such fees will be paid in advance of enrolment.
8. Any income generated from International Fee-paying Students will be spent at the Board of Trustees' discretion to benefit the School.
9. Income from International Fee-paying Students will be separately coded and accounted for so that the Auditor is able to identify the funds.
10. Refunds/partial refunds of fees paid will be made only in accordance with the Refund Policy.
11. It is mandatory for all International Fee-paying Students to have Travel and Medical Insurance with an approved New Zealand company, from the date they depart their home country to the date they arrive back home.
12. International Fee-paying Students will comply with School Policies, Code of Conduct, Rules, New Zealand laws, and be subject to the School's disciplinary procedures. Anyone enrolling an International Fee-paying Student will be issued with a copy of the School's Complaints Policy.
13. Any dispute with the Board of Trustees will be dealt with under New Zealand law in New Zealand.

COBHAM INTERMEDIATE SCHOOL BOARD OF TRUSTEES

14. Signatories to the enrolment may take grievances to the International Education Appeal Authority concerning alleged breaches of the Code.
15. The Principal has the right to:
 - Determine class placement and level
 - Provisionally enrol for up to one calendar month, to ascertain the School's suitability for the student (the right of refund would apply if enrolment is not confirmed)
 - Assess and place for ESOL/Classroom Support programmes
 - Withdraw support for a homestay placement if the School's International Liaison Officer recommends that it is necessary.
 - Engage and develop professional relationships with agents via contracts to promote and market our school to interested parents and students.

Chairperson: Dyane Hosler

Approval Date: 30 May 2012

Review Date: May 2013