

APPLICATION TO PROVIDE STUDENT HOMESTAY ACCOMMODATION

Section 1 – Household/ Personal Details

Name of Host: _____ DOB: _____

Address: _____ Suburb: _____ Postcode: _____

Nationality: _____ Religion: _____

Occupation: _____ Name of Employer: _____

Telephone: Home: _____ Business: _____

Mobile: _____ E-mail: _____

Please list all members of your household below:

NAME	Position	DOB	Occupation

Please complete details of student(s) already living with you.

NAME	From what Country	COLLEGE/UNIVERSITY ATTENDING	AGE/Sex M or F

PLEASE NOTE* ANY CHILDREN OR FAMILY YOU HAVE LIVING AT YOUR HOME OVER THE AGE OF 18 WILL NEED TO SUPPLY A COPY OF THEIR POLICE CLEARANCE. IF YOU WISH TO HOST STUDENTS UNDER THE AGE OF 18, ANY CHILDREN LIVING AT HOME OVER THE AGE OF 18 WILL ALSO NEED TO SUPPLY A COPY OF THEIR WORKING WITH CHILDREN CHECK.

1. Second language spoken in the home: _____

2. Do you have any Pets? Yes No
If yes, please specify _____

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3. Are all family members of your household in good health? Yes No

If not please specify _____

4. Does any family member smoke? Yes No
If yes, inside the home? Yes No

5. Have you hosted students before? Yes No

If yes, through which agency _____

6. Name of 2 referees: _____ Tel: _____

_____ Tel: _____

7. Please state any Hobbies or regular weekend activities you or your family participates in?

8. Please provide a brief description of your home. _____

No. Of Bedrooms _____ No. of Bathrooms _____ No. of Toilets _____

Facilities i.e. Swimming Pool, Piano _____

Section 2- The Student

10. How many bed rooms do you have for students? _____ (please indicate bedroom types):

Bedroom one: single/twin/double; ensuite; internet; TV; desk; lamp _____

Bedroom two: single/twin/double; ensuite; internet; TV; desk; lamp _____

Bedroom three: single/twin/double; ensuite; internet; TV; desk; lamp _____

11. Do the students have access to internet? Yes No

Please circle the type of internet you provide:

Wireless dial-up cable ADSL

Do you charge for internet? Yes No

12. Special Requests, e.g. Male/female; smoker/non-smoker; nationality; age; English level; food type

13. Can you offer a VIP room Yes No

Please tick the applicable:

- Ensuite (compulsory)
- Internet access included
- Cater for dietary requirements
- Provide laundry service

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Section 3 – Payment and Banking

HOMESTAY FEES & PAYMENT DETAILS

The Homestay payment fees are “Inclusive” to cover all costs associated with living in the homestay. This includes electricity, water, gas, laundry facilities, wear and tear of property i.e. carpets etc and heating in winter and air-conditioning in summer.

Depending on the University/College, payment terms and conditions will slightly be different. ISAA pays all its Homestay providers electronically and therefore will need details of the relevant bank accounts. Please provide bank account details in the section provided below.

<p><u>BANK DETAILS</u></p> <p>Bank: Name of Account:</p> <p>BSB: Account Number:</p> <p>I/We have provided our bank account details to ISAA so I/We am able to receive payments for my/our student.</p> <p>Signature: _____ Print Name: _____</p> <p>Date: ____/____/____</p>
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Section 4 - Domestic Arrangements

1. Do you want the student to do their own laundry? Yes No

Please note: NO costs are to be charged to the student for services or for use of laundry facilities and washing powder.

2. Please list the types of cooking offered (e.g. Asian, Italian, French, and vegetarian)

3. Muslim students are unable to eat pork is this going to be an issue for you or your family?

Yes No

PLEASE NOTE: Homestay should provide the following:

- | | |
|-------------------------------|------------------------------------|
| a. own desk and chair | g. Desk Light (suitable for study) |
| b. Lock on bathroom door | h. Room heater (winter months) |
| c. Sheets, blankets and doona | i. Fan (summer months) |
| d. Pillows | j. Use of Iron |
| e. Towels | k. Access to TV |
| f. Key for House (Essential) | |

Section 6 - Local Facilities

Distance: All transportation must be within 45 mins travel time door to door

1. Please indicate what public transport to our institutions (Murdoch University, Curtin University and University of Western Australia) is available in your area?

Walking time to the nearest bus stop or train station from your home? _____ MINUTES

Approximate travel time to Murdoch University: _____ BY BUS TRAIN BOTH
Approximate Travel time to Curtin University: _____ BY BUS TRAIN BOTH
Approximate travel time to University of WA: _____ BY BUS TRAIN BOTH
Approximate travel time to Taylors College: Claremont: _____ BY BUS TRAIN BOTH

PLEASE NOTE* IT IS EXPECTED OF YOU TO ASSIST THE STUDENT IN CATCHING PUBLIC TRANSPORT ON THEIR FIRST DAY TO COLLEGE.

2. Are any of the following within five minutes walking distance of your home? Please circle:

Shops Post Office Sports Clubs Delicatessen
 Banks Doctors Surgery Cinemas Recreational Clubs Mosques

Section 7 - Insurance Policies: Compulsory

INSURANCE POLICIES Please check your insurance cover under your Home Contents and Public Liability cover to ensure that you are adequately covered. ISAA advises all hosts to contact their Insurer to inform them that you will be hosting students and that your cover will include the student and student's belongings and Public Liability cover of the minimum of \$10 million dollars.

We understand that International Student Accommodation Australia (ISAA) and its affiliated group of Colleges and Universities is not responsible for any accidents, damages or loss incurred by us as a result of negligence of the student and we will negotiate this with the student.

1. Do you have public liability insurance to cover boarders? Yes No
2. Do you have home contents insurance to cover boarders ? Yes No

Insurer: _____ Cover number: _____

3. Is your home fitted with smoke alarms in good working order? Yes No
4. Do you have a current National Police Clearance? Yes No
5. Do you have a WWCC (Working With Children Card)? Yes No

Required for **every** adult living at the home if hosting students under 18 years.

**Please provide copy of Police clearance and WWC card with your application
(Compulsory, must provide within 28 days of application)**

FORM OF CONSENT AND ACKNOWLEDGEMENT

I/We (Full Name of Homestay Host) _____

Situated at _____

have read the Hosts "Homestay Guide" and conditions for which I/We agree to abide by.

We have especially noted the following.

1. The Guidelines for Students under the age of 18 years of age. Please ensure you read the Homestay Guide for Students under the Age of eighteen (18) Years. This document will need to be signed by you to verify you have read the terms and conditions of hosting an underage student.
2. The Fee to be charged and agreed is \$ **273.00** per week for students regardless of age. I acknowledge that under no circumstance are we to discuss any financial matters with our student(s). All financial matters should be referred to INTERNATIONAL STUDENT ACCOMMODATION AUSTRALIA.
3. A one off Administration fee of \$40.00 per student is charged and will only be paid by the Host when a student is confirmed and Booked into the homestay. This fee will be deducted from the first homestay payment.
4. Except in exceptional circumstances (to be agreed by the INTERNATIONAL STUDENT ACCOMMODATION AUSTRALIA Officer), a minimum of two weeks notice is always required if either the "Student" or "Host" decide to end this agreement after the initial booking period of four (4) weeks have completed.
5. **Students under the age of 18 years cannot give NOTICE to their host family until they have spoken to the INTERNATIONAL STUDENT ACCOMMODATION AUSTRALIA Officer, provided written permission to move signed by their parents and have received approval to move and a replacement Guardian is arranged and appointed.**
6. INTERNATIONAL STUDENT ACCOMMODATION AUSTRALIA and Study Group Australia Pty. Ltd is relying upon the acknowledgements and agreements contained in this letter to accept me as a suitable person and my home as suitable accommodation to allow its students to reside at my home.
7. I have read and understood the Homestay Guide provided to me and agree that at all times; I will comply with those guidelines.
8. Should I fail to observe any of the obligations listed in the Homestay Guide, INTERNATIONAL STUDENT ACCOMMODATION AUSTRALIA and Study Group Australia Pty. Ltd may in its absolute discretion remove any student(s) without notice to me and I will have no claim against INTERNATIONAL STUDENT ACCOMMODATION AUSTRALIA or its students.
9. INTERNATIONAL STUDENT ACCOMMODATION AUSTRALIA and or Study Group Australia Pty. Ltd may enter my home to help and assist a student on their arrival.

10. INTERNATIONAL STUDENT ACCOMMODATION AUSTRALIA and or Study Group Australia Pty. Ltd may, upon giving the Homestay Provider receiving reasonable notice enter my home or in the case of emergency, may enter my home without notice.
11. I have in place and will keep current, public liability insurance (not less than \$10 million) and home and contents insurance (to be specified on my/our own needs and requirements) for my home taking into account that my home will be used as accommodation for students.
12. I have disclosed all details about animals that reside in my home and will provide any further details that INTERNATIONAL STUDENT ACCOMMODATION AUSTRALIA or Study Group Australia Pty. Ltd may request of me and in turn I /We will provide any information or changes to our accommodation status.
13. I understand and accept that International Student Accommodation Australia and or its affiliated group of companies, colleges or universities will not be held responsible for any loss, theft, damage, debts or injury caused by the student. If there is a claim for property damage or any financial costs, this claim will be made directly to the student concerned.

I/We undertake never to enter into any financial discussions with any student placed by INTERNATIONAL STUDENT ACCOMMODATION AUSTRALIA relating to the amount of monies paid to me/us for Homestay Accommodation. I/We also undertake never to enter into any private accommodation agreement with students placed by ISAA. I understand that should I fail in any of the matters mentioned from guidelines 1 through to 13 inclusive, INTERNATIONAL STUDENT ACCOMMODATION AUSTRALIA may in its discretion remove the student(s) from my home without any financial compensation from ISAA or the student. This matter may effect my application to host International Students with INTERNATIONAL STUDENT ACCOMMODATION AUSTRALIA in the future.

Should your student query any financial matters, please refer your student directly to his/her College or University accommodation manager or refer to the Student Accommodation Officer at ISAA.

_____ Date: ____/____/____

Name of Homestay Host Signature

_____ Date: ____/____/____

Name of Homestay Host Signature

Print Name of Witness

Signature of Witness

Date: ____/____/____



FORM OF CONSENT AND ACKNOWLEDGEMENT

DATE:...../...../.....

TO International Student Accommodation & Study Group Pty Ltd

I _____ (name of Homestay Provider)
of _____ ('my home') request International Student Accommodation Australia and Study Group Pty. Ltd to accept me as a Homestay Provider for its students who attend its colleges.

I acknowledge that:-

1. International Student Accommodation Australia & Study Group Pty Ltd is relying upon the acknowledgements and agreements contained in this letter to accept me as a suitable person and my home as suitable accommodation to allow its students to reside at my home.
2. I have read and understood the Homestay Guidelines provided to me and agree that at all times, I will comply with those guidelines
3. Should I fail to observe any of the obligations listed in the Homestay Guidelines, International Student Accommodation Australia & Study Group Pty. Ltd may at its absolute discretion, remove any students without notice to me and I will have no claim against International Student Accommodation Australia & Study Group Australia or its students
4. International Student Accommodation Australia & Study Group Ptd. Ltd may enter my home to help a student on their arrival
5. International Student Accommodation Australia & Study Group Pty. Ltd may, upon giving the provider receiving reasonable notice enter my home or in the case of emergency, may enter my home without notice
6. I have in place and will kept current, public liability insurance for my home taking into account that my home will be used as accommodation for students and also, in an amount not less than \$10,000,000 or any other amount as required by International Student Accommodation Australia & Study Group Pty.Ltd from time to time;
7. I have in place, and will keep current, contents home insurance for my home contents taking into account that my home will be used as accommodation for students.
8. I have disclosed all details about all animals that reside in my home and will provide any further details that International Student Accommodation Australia & Study Group Pty.Ltd may request of me from time to time
9. I acknowledge and will comply with all child protection requirements, specifically, that every person over the age of 18 years residing in the household must have a "Working with Children" check.

SIGNED

Print Name.....