

## **Accommodation and airport reception request form**

Please complete and return this form by **Fax (+61 8 9245 2003)** as soon as possible if you require airport reception and or accommodation. PSA will respond to the application promptly.

**Print all details clearly** Date \_\_\_\_\_

**Family name** \_\_\_\_\_ **Other names** \_\_\_\_\_

Nationality \_\_\_\_\_ Date of birth \_\_\_\_\_ M/F \_\_\_\_\_

email \_\_\_\_\_ Home phone \_\_\_\_\_

**Agents:** \_\_\_\_\_ **Contact** \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

### **WHAT TYPE OF ACCOMMODATION DO YOU REQUIRE**

**Temporary** accommodation for \_\_\_\_\_ days. Please note that the student is responsible for temporary accommodation costs and the transfer from temporary to permanent accommodation. Transport will cost approximately \$30. N.B This is a free placement service.

**Homestay:** Please read guidelines on back of form.

Do you like pets (i.e cats, dogs) \_\_\_\_\_

Expected homestay duration \_\_\_\_\_ (**minimum 4 weeks**)

Do you have any special requirements (i.e medical, diet, religion, extra care, type of homestay)

Placement fee: AUD 150 (includes GST)

**Send payments to Perth Student Accommodation in Australian dollars by bank draft or pay upon arrival.**

Perth Student Accommodation acts as a **facilitator only**, the agreement is between the student and the home stay family.

Which college will you attend: \_\_\_\_\_ Course duration: \_\_\_\_\_

**Do you require airport reception:** (free service for new PIBT & CIC students)  
(Additional passengers must pay the driver)

Yes  No

**Arrival date in Perth** \_\_\_\_\_ **Time** \_\_\_\_\_ **Flight** \_\_\_\_\_

**Airport reception information:** ( See back of form)

If you have any problems with airport reception or accommodation please call the  
Perth Student Accommodation **24-emergency No 0408 924 520**

Homestay Guidelines

**PLEASE READ THESE GUIDELINES BEFORE APPLYING FOR HOMESTAY:::**

Important notes for homestay request students:

1. The non-refundable Homestay Placement fee of AUD 150 (includes GST) must be paid to Perth Student Accommodation before or upon arrival at the homestay.
2. Students, agents or their parents must advise us as soon as possible if they plan to cancel or alter arrival details.
3. **Upon arrival students must pay 4 weeks rent in advance to the homestay family. (Approximately AUD 760.00)**
4. **Perth Student Accommodation acts as a facilitator only**, the agreement is between the student and the home stay family.

#### **GIVING NOTICE**

If either party wishes to terminate the homestay agreement then the following shall apply:

If the student elects to terminate his/her agreement with the homestay family then the student must give a minimum of two (2) weeks' notice. Rent shall be paid to the homestay family to cover the period up to and including the date of leaving. If this leaving date is in the first four weeks of the student's stay with the family the student will forfeit the balance of the four (4) weeks' advance payment. If the homestay family wishes to terminate the agreement then the homestay family must give a minimum of two (2) weeks' notice. The homestay family will receive rent to cover the period to the date of leaving. Any surplus rent will be refunded to the student. In this scenario the family will forfeit the right to retain a maximum of four (4) weeks' rent. If the homestay family wishes to terminate the agreement without notice then the family will refund to the student, on a pro rata basis, any monies paid in advance. In this scenario the family will forfeit the right to retain a maximum of four (4) weeks' rent.

#### **PROBLEMS**

Students experiencing problems with homestay should contact Perth Student Accommodation immediately. Calling home to speak with parents or agents about a problem is fine, but not always advisable. The reason for this is that it causes unnecessary anxiety for parents and the problem students are experiencing could perhaps be solved more rapidly if they simply contact t Perth Student Accommodation.

#### **STUDENT'S ROOM**

Remember to leave furniture and fittings the same as how they were found. Students who want to move things or redecorate, should communicate with their host first.

#### **FRIENDS**

Check with the host family before bringing friends to visit, especially if the invitation includes a meal. Many families have house rules, and students should be aware of them from the start. Not sure about something? Just ask.

#### **MEALS AND FOOD**

Homestay with meals usually means breakfast and dinner 7 days a week, students usually prepare their own breakfast. Full board does not include continuous snacks throughout the day. If students are not getting enough food, they should communicate with their Homestay family. If students will not be home for a meal they should advise the host family in advance.

#### **MANNERS**

If a student is going out or coming home late they should let the host family know. Cooperation and communication will ensure a student enjoys their homestay accommodation.

#### **LAUNDRY**

Students are responsible for their own laundry, including washing and ironing. Check with your host to find out how to use the washing machine and dryer properly and also the arrangement regarding use of laundry detergent. Some homestay parents may prefer to do your laundry for the student boarding with them, but this is not the standard.

#### **SMOKING**

Unless otherwise agreed between the homestay family and the homestay student, you should assume that you are living in a Smoke Free Environment.

#### **TELEPHONE/INTERNET**

Use of the telephone and Internet is NOT included in the accommodation fee. Please talk to the host family regarding use of the telephone and/or Internet access.

Students must be aware of phone etiquette, asking family and friends not to ring before 7:30 am or after 9 pm and avoid ringing friends late at night. Students should try not to talk on the phone for over 10 minutes, as a family member might be waiting for a call. Finally, if a call comes in for a homestay family member when they are not at home, students should offer to take a message.

If a student would like a phone line installed for phone or Internet use, then they must request permission from the homestay family and all costs associated with the installation are the student's responsibility (even if they move out at a later date). Installing a phone line can be extremely expensive, and students are asked to make a decision only after careful consideration.

The College has Computer Labs for students to use if they need to use the Internet, so if a family does not have Internet access it is not as serious a problem as it may initially seem.

#### **WATER**

When living in a family home please be careful not to waste water.

#### **Airport reception information: (Do not bring any food items)**

Students are to make their own way straight to the meeting point once they have cleared customs and immigration with all luggage's.

The meeting point is at the **Travelex Money Change Counter**.

If the student is delayed, (e.g. Visa or lost luggage problems) through customs or immigration, they must inform a customs or immigration official that a driver from PSA are waiting for them, the driver can then be informed of a delay and wait for the student.

If the student is leaving the airport with friends, please advise the driver. Students are responsible for their luggage at all times. Please inform PSA of any large pieces, like surfboards or bikes in advance.

**Please note that if friends/family accompany you on the bus, an additional fee will be charged by the driver.**

**YOU SHOULD NOW COMPLETE THE HOMESTAY REQUEST FORM. TRY TO KEEP THESE GUIDELINES AS A FUTURE AID**