

Accommodation Arrangement Form

Section 1: Student personal details

WAI Student ID number:	
Family Name:	Given Name:
Date of Birth: / /	Email:

Section 2: To be completed by parents or legal custodian

<input type="checkbox"/>	Staying with parent(s) or legal custodian on a Student Guardian Visa (Subclass 580) Completion Section 3 – Part 1 and Section 4
<input type="checkbox"/>	Staying with a suitable nominated relative approved by their parent or legal custodian. Complete Section 3 – Part 1 and Section 4
<input type="checkbox"/>	Homestay Arrangement approved by WAI Complete Section 3 – Part 2 and Section 4 & 5
<input type="checkbox"/>	Student Accommodation approved by WAI Complete Section 3 – Part 3 and Section 4 & 5

Section 3: Accommodation Arrangement

Part 1 – Staying with parent(s) or legal custodian or nominated relative

Name:	Given Name:	Family Name:
Relationship with student:		
ADDRESS:		
SUBURB:	POSTCODE:	
Contact details:	Tel:	Email:

The parent(s) or legal custodian or nominated relative must ensure that as a minimum standard, the following will be provided by way of accommodation for the student: individual bedroom, shared bathroom, desk, desk chair, lamp, wardrobe, window, availability of heating and cooling.

Part 2 – Homestay approved by WAI and arranged by Australian Homestay Network (AHN) www.homestaynetwork.org/public/angliss

Name of Family Host:	Given Name:	Family Name:
ADDRESS		
SUBURB:	POSTCODE:	
Contact details:	Tel:	Email:

Prior to Approval of Homestay arrangements, the Homestay Provider must complete and submit the Homestay Placement Report to the International Office for the student.

Approval of accommodation is dependant on:

- physical inspection of the property where deemed necessary
- phone (video) inspection and google map investigation.

Part 3 – Student Accommodation approved by WAI (Melbourne only)

International Students must live in one of the Institute-approved Accommodation Providers. Each of the Institute-approved Accommodation Providers has been assessed and meets the requirements of the institute for international students under 18 years of age.

A copy of the Leasing Agreement must be provided to WAI prior to arrival.

Scape <https://www.scape.com.au/student-accommodation-la-trobe/>

Address (please complete):

Section 4: Declaration for parents or legal custodian

I hereby agree with the above arrangement for my child (Welfare Arrangement Form should be completed and submitted before and with this form):

Relationship with the student:	
Name of person:	
Signature:	
Date:	

Section 5: Declaration of Approved Welfare Provider

- Within 48 hours of arrival, the Welfare Provider must:
 - Meet the student in person at the approved accommodation
 - Inform the student of his/her obligations concerning welfare, accommodation arrangements, responsibilities as per the ESOS Act and Child Safe Standards.
 - Provide orientation services to newly arrived students to assist in their settlement in Australia

- Conduct at least one face-to-face meeting every 4 weeks (including during semester breaks when classes are not in session unless the student has returned home for holidays). During the monthly face-to-face meeting, the Welfare Provider must interview the student in depth in regards to :
 - Personal safety
 - Physical and mental health
 - Academic Progress
 - Accommodation issues (if any - curfews)
 - Planned or actual changes of circumstances
 - Risk of harm or neglect
 - obligations under their visa concerning welfare and accommodation arrangements, namely: WAI must approve any change of accommodation or welfare arrangements

- Maintain contact with the student's Accommodation Provider each month, liaise with the student concerning any grievances in relation the facility and notify WAI of any unresolved grievances that the student may have regarding accommodation.

- Inform William Angliss if there are any significant changes to the student's welfare, health or safety or other behavioural issues causing concern. Without limiting the generality of the preceding obligation, significant changes that would need to be reported are:
 - If the student was staying away from the accommodation overnight without permission of the accommodation provider or withholding a contact address and phone number from the accommodation provider.
 - Inform William Angliss if the Guardian becomes aware that the student is not attending classes

For completion by nominated Welfare Provider (Welfare Arrangement Form should be completed and submitted before and with this form):	
Name of person:	
Signature:	
Date:	

International Recruitment Services Office Use Only

Name of Staff:			
Approved / Not Approved:	Signed:	Date:	
Reason (not approved):			
Comments:			