

# Homestay Application 2024



## Student Information

Family name \_\_\_\_\_ Given name \_\_\_\_\_ Preferred name \_\_\_\_\_

Nationality: (as shown in passport) \_\_\_\_\_ Passport number \_\_\_\_\_ Date of Birth \_\_\_\_\_

☐ MALE ☐ FEMALE ☐ OTHER Student ID Number \_\_\_\_\_ Mobile Phone \_\_\_\_\_

Present Address \_\_\_\_\_

Email \_\_\_\_\_

Course of study \_\_\_\_\_ Start Date \_\_\_\_\_

Do you smoke/Vape? ☐ YES ☐ NO Do you mind young children in your homestay? ☐ YES ☐ NO

Are there any foods you cannot eat? ☐ YES ☐ NO (if yes, please give details) \_\_\_\_\_

Do you have any allergies e.g. foods/pets? ☐ YES ☐ NO (if yes, please give details) \_\_\_\_\_

Do you have any health issues or are you taking any medications? ☐ YES ☐ NO

(if yes, please give details) \_\_\_\_\_

Do you have any religious/cultural needs? ☐ YES ☐ NO (if yes, please give details) \_\_\_\_\_

Interests/Hobbies \_\_\_\_\_

Is there any additional information we should know to help us place you with a host family \_\_\_\_\_

## Emergency/Agent contact Information

Please give us details for a person we can contact in case of emergency- this could be a family member or your agent.

Emergency Contact Name \_\_\_\_\_

Relationship to you (e.g. parent/agent) \_\_\_\_\_ If agent, please specify agency \_\_\_\_\_

Phone/Mobile phone \_\_\_\_\_ Email \_\_\_\_\_

## Arrival Details

To arrange for us to be able to pick you up from the airport when you arrive in Christchurch, please give the following details for the last part of your journey to Christchurch. Please note: for arrivals after 11.00 pm, alternative accommodation will be required to be booked for the night of arrival. Please let us know if you require assistance with this, please send confirmation of the alternate accommodation and transport that has been booked.

Flight Arrival Date \_\_\_\_\_ Flight Arrival Time \_\_\_\_\_ Airline \_\_\_\_\_ Flight No \_\_\_\_\_

## Declaration

I have read the Fees and Conditions (attached) and agree to the terms of the homestay.  
I understand that the first eight (8) weeks homestay is non-refundable and non-transferable.

Signed by Student \_\_\_\_\_ Today's Date \_\_\_\_\_

Signed by Parent (if under 18 years) \_\_\_\_\_ Parent's Name (in English) \_\_\_\_\_

# International Student Care Limited

## Homestay Placement and Settlement Service – Fees and Conditions 2024

### Fees (NZ\$)

Homestay placement, settlement services and airport pickup (incl GST)	\$375.00
Weekly homestay accommodation (first 8 weeks are non-refundable)	\$330.00
Additional assistance required after the initial two weeks (incl GST)	\$50.00 per hour
Each placement and settlement after two placements (incl GST)	\$260.00

### The Host Family Will Provide:

Private room with bed, desk, lamp, heater, wardrobe
Bathroom facilities
3 meals per day – breakfast, lunch and dinner.
Laundry
A \$15.50 per week administration fee payable to International Student Care Ltd.

**Early applications are recommended** but must be received **at least two weeks before you are due to arrive**. Once a completed and signed application form has been received, an invoice will be issued by International Student Care Ltd (ISC). The minimum payment is 8 weeks (NZ \$2,640.00 plus the NZ \$375.00 placement fee. A total of NZ \$3,015.00).

**Payment must be made 1 week prior to your arrival** unless other arrangements have been made with ISC Ltd. Payments can be made by international transfer to ISC Ltd. Additional invoices after the initial 8 weeks will be sent directly to the students via email.

If the students must cancel before arrival in NZ, all funds will be refunded. If the student arrives in NZ and goes to their host family the 8 weeks non refundable policy comes in.

*Please note that when placing you in a homestay, we will try to meet your requests, but this cannot be guaranteed.*

### Settlement Services Includes:

- Administration and selection of host family prior to arrival.
- Any correspondence with student or agent prior to arrival.
- Make board payments to the host family one month in advance.
- Provide a bus map of Christchurch and make sure student has contact details of the host family, the school, and ISC Ltd.
- Provide a booklet about living happily in a New Zealand family home.
- Arrange airport pick up and transport to host family upon arrival.
- Provide ongoing support to the host family and with the student as necessary.
- Provide information on sports clubs, churches, restaurants etc. if requested.
- Arrange to open bank account, purchasing phone card, sim card, bus passes etc. at the cost of the student.
- The student if for any reason are unhappy with the host family, can be moved one time at no charge. After that a charge will apply of \$250 to ISC Ltd for each subsequent placement.

### Conditions of International Student Care Ltd

The first 8 weeks in non-refundable and transferable. One weeks' notice must be given by students before leaving the homestay.

Students can stay longer than the 8 weeks minimum time with the host family, but one week's notice must be given to ISC Ltd prior to vacating their homestay. A Request to Leave Homestay Form is to be completed by the student and the University to be informed.

- These students shall not make any direct payments to their host family or negotiate the homestay fee with their homestay families. All homestay money must be paid through ISC Ltd.

- Students must abide laws of New Zealand and the behavioural standards in the Orientation Handbook and be aware of their responsibilities as an international student and representative of their country.
- Students are not permitted to possess any offensive weapons.
- ISC Ltd is not liable for loss, damage, or injury to the student or their property.
- ISC Ltd is not liable for any loss or damage to property of person caused by the students' actions.
- To the extent permitted by law, the University of Canterbury will not be liable to the student for any loss or damage whatsoever and howsoever caused arising directly or indirectly out of the homestay accommodation organised through ISC Ltd. This exclusion of liability applies to liability in contract, tort (including negligence), statute or any other source or principle of legal liability. This clause is enforceable by the University of Canterbury under the Contract and Commercial Law Act 2017.
- If a student is away from home for 5 consecutive nights of any course break, up to a maximum of 3 weeks', they can pay one third of their weekly board rate to hold their room. This is known as a "retainer". Students must inform their host family and ISC Ltd of their plans in advance.
- If behavioural standards mentioned in the Orientation Handbook are not followed, ISC Ltd may terminate the student's stay in the host family. This will be after a mediation process with the family and through University accommodation and support staff. If this does happen no refund of homestay fees will be refunded for the first 8 weeks OR after the initial 8-week period is up 1 week's homestay money will be kept.
- ISC Ltd reserves the right to periodically review and increase the service and homestay fee and invoice the student for the additional amount. The student and parents (if under 18 years) are liable to pay ISC Ltd the fee rate in force on the day he/she begins their homestay in New Zealand.
- These student homestay terms and conditions are intended to be read in English language. Where ISC Ltd may translate to other languages the English language version will prevail in the event of any inconsistencies.

### Personal information

The student agrees that in the interests of their personal welfare, the homestay family may communicate their Personal Information (as defined in the Privacy Act 2020), relating to their health, safety, and wellbeing to ISC Ltd.

The student agrees that their Personal Information on the homestay application and collected by ISC Ltd from time to time may be provided by ISC Ltd staff to homestay families in order to arrange suitable homestay accommodation and may be used by any staff of ISC Ltd for purposes of monitoring the student's health, safety and wellbeing, providing the student support and welfare services and for support and welfare of Students in urgent situations. The student has the right to request to access and/or correct their Personal Information held by ISC Ltd.

The student consents to the disclosure of any Personal Information held by ISC Ltd to the student's agent, homestay family, homestay agency, parents or legal guardians and emergency contacts, and relevant authorities for the purposes set out above in Personal information of students.

ATTACHED IS THE ORIENTATION HANDBOOK. A hard copy will be given on arrival in the homestay.

☐ I have read and agree with the Orientation Handbook.

The parents and student each acknowledge that they have read, understood and agree to this contract and its conditions.

#### Brent and Leanne Mora

Directors

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