

What will it cost to study at Liston College in 2025 ?

All costs include NZ Goods and Service Tax (GST)

For a detailed quote, please email your request to: international@liston.school.nz

TUITION FEE - Annual ²	
Both Tuition and Administration fees must be paid and receipted before a Student Visa can be issued by Immigration NZ This Tuition fee covers school teaching facilities and course costs (see below for all inclusions and exclusions)	\$17,000 ²
ADMINISTRATION - Annual ²	
Non-refundable; includes Catholic Schools' Attendance Dues and Government Levy Covers costs related to enrolment and general administration, and the Code of Practice for the Pastoral Care of International Students.	\$2,500 ²
POTENTIAL EXPENSES	
Allowance for School Uniform (Long term students must arrive with NZ funds to purchase school uniform and sports uniform items as required, including regulation shoes. Allow minimum NZ\$ 650) <i>** If studying for one Term or less, students must wear their formal uniform from their home-country school</i>	\$650
External Examination Fees ³ (may apply to Years 10-13 e.g. CAA, NCEA credits, UE, Scholarship exams)	\$385 ³
Insurance estimate ⁴ Proof of comprehensive cover is required (can be arranged by our school; an accurate quote will be given on application according to actual days)	\$650 ⁴
Allowance for VISA renewal ¹ In cases where there is no agent to do so, school may assist student with renewing their Visa for the following year – done online once in NZ (This fee is set by Immigration NZ and will be charged at the prevailing rate at the time of enrolment).	\$750 ¹
ACCOMMODATION - School organised Home Stay	
Placement Fee ⁵ - once only upon enrolment	\$500 ⁵
Weekly Fee	\$400
ALTERNATIVE ACCOMMODATION – i.e. Designated Caregiver ⁶	
Designated Care fees apply where students live with an approved family member instead of school Homestay Annual fee for pastoral communication and accommodation checking	\$1,500
PERSONAL	
<ul style="list-style-type: none"> • All travel arrangements to and from Auckland are the responsibility of the student; discuss airport transfers with the school • Travel by bus or train to and from school, plus weekends and holidays, is a student expense • Student must bring an electronic learning device (e.g. laptop), unlocked to work in NZ • For safety, student must have a mobile phone number that works in NZ; while NZ law prohibits students from using phones during lesson time, student must carry this phone at all times, loaded with credit loaded and charged battery, so that school and homestay can contact student in an emergency • Discretionary spending / pocket money is the responsibility of the student's family – long term students should open a NZ bank account with EFTPOS card 	

FOOT NOTES

¹ An ANNUAL FEE if the school applies for a VISA on behalf of the student. The Student Visa will be issued for the same period of time as the Tuition Fees have been paid for.

² Enquire regarding Tuition and Administration Fees for study periods of less than one year (limited places available).

³ Assessment registration costs (Internal and External Examinations) set by NZQA and charged at the prevailing rate at the time of enrolment.

⁴ Proof of comprehensive Insurance is required for a VISA / enrolment. Insurance can be arranged through the school.

⁵ Paid on enrolment. In some circumstances if a student moves home stays a new placement fee may be due.

⁶ 'Designated Caregiver' means a close relative or family friend designated in writing by a parent or legal guardian of an international student.

What do the Tuition fees include?

- Tuition / additional subject support where available
- Textbooks and 'Starter Pack' stationery requirements
- Additional tuition in English language and academic skills during school hours
- Support from Deans, Careers and Tertiary Advisor, school medical and wellbeing staff who will help with any personal problems students may have.
- Use of all College facilities.

What is not included in the Tuition fees

- Insurance
- Purchase of School Uniform
- Homestay costs (including Placement and or Designated Care fees)
- Premier sports fees (e.g. National Affiliation Fees)
- Travel costs to and from school by train or bus
- NZQA Examination Fees
- Visa application Fees
- Pocket money, Holiday excursions, Personal requirements
- Overnight camps/ some out-of-school events/ senior Ball

Study Visits of Less than 4 Terms (Limited places available)

School Admin Fee:	Per Term \$ 650	Per Week \$ 70	
School Tuition:	Per Term \$ 4,500	Per Week \$ 500	Per day \$ 100
Special Activities Fee:	Please enquire - depends on the Activities requested		

Withdrawals and Refund of Fees Policy

Please note that once a student has started at Liston College, refunds can only be made in exceptional circumstances as per the School Policy on Withdrawal and Refund of Fees, as well as the Code of Practice.

1. Request for a refund of international student fees

- I. The School will consider all requests for a refund of international student fees. Requests should be made in writing to the School as soon as possible after the circumstances leading to a request. All refunds will be settled under the terms of this policy unless otherwise agreed by the School.
 - a) In arriving at their decision, the Board of Trustees will take into consideration the special circumstances of the withdrawing student and;
 - b) costs already incurred by the Board
 - c) the salaries of the teachers and support staff and any other components of the fee committed for the duration of the course
 - d) an amount which covers the use of facilities and resources to the date of the withdrawal
 - e) the proportion of the Government or the Catholic School Levies the school is required to pay
 - f) any other costs already incurred
- II. A request for a refund should provide the following information to the School:
 - a) The name of the student
 - b) The circumstances of the request
 - c) The amount of refund requested
 - d) The name of the person requesting the refund
 - e) The name of the person who paid the fees
 - f) The bank account details to receive any eligible refund, including address of bank and swift code where relevant
 - g) Any relevant supporting documentation such as receipts or invoice.

2. Non-refundable fees

The School is unable to refund some fees. The following fees relate to expenses that the School may have paid or will incur as a result of receiving an application for enrolment and cannot be refunded:

- a) **Administration Fee:** Administration fees meet the cost of processing an international student application. Administration fees exist whether an application is accepted or not or whether or not a student remains enrolled after an application is accepted.
- b) **Insurance:** Once insurance is purchased, the school is unable to refund insurance premiums paid on behalf of the Student. Students and families may apply directly to an insurance company for a refund of premiums paid.
- c) **Homestay Placement Fee:** Homestay placement fees meet the cost of processing a request for homestay accommodation. Costs incurred for arranging homestay accommodation for the Student before the refund request, cannot be refunded.
- d) **Used Homestay Fees:** Homestay fees paid for time the Student has already spent in a homestay cannot be refunded. Used homestay fees may also include a notice period of two weeks.
- e) **Portion of Unused Tuition Fees:** The School may retain a portion of unused tuition fees. Amounts retained will relate to costs that have been incurred or committed by the School and may vary.

3. Request for a refund for failure to obtain a study visa

If the Student fails to obtain an appropriate study visa, a refund of international student tuition fees will be provided less any Administration Fee that has been paid. Evidence must be provided to the school of Immigration NZ declining to grant a Visa

4. Requests for a refund for enrolment of one term or less

- a) Where the Student is enrolled for one term or less and withdraws early, either before or after the start date of enrolment, other than where they have failed to obtain an appropriate visa and have provided evidence of this, there will be no refund of tuition fees or other relevant non-refundable fees.
- b) Where the School terminates the enrolment of a Student enrolled for one term or less, there will be no refund of tuition fees, or other relevant non-refundable fees

5. Requests for a refund for voluntary withdrawal from enrolment of more than one term

- a) If the Student voluntarily withdraws **21 days or more before the start date of enrolment**, a refund will be provided less any non-refundable fees as outlined in this policy. The 21 days will be counted from the day after the School receives written notice of the Student's intention to withdraw from enrolment.
- b) If the Student voluntarily withdraws **less than 21 days before the start date of enrolment**, other than where they have failed to obtain an appropriate visa and have provided evidence of this, a refund will be provided less a minimum of 10 weeks' tuition fees and any other relevant non-refundable fees as outlined in this policy. The 21 days will be counted from the day after the School receives written notice of the Student's intention to withdraw from enrolment.
- c) If a Student voluntarily withdraws **after enrolment has commenced**, a minimum of 10 tuition weeks' notice is required. The notice period will begin the day after the School receives written notice of the Student's intention to withdraw from enrolment and the student may continue to attend school during the notice period. The notice period does not include weeks that fall during scheduled school holidays. In the event that less than 10 weeks' notice is given, refunds may be calculated based on the refund that would have been due if the termination had taken place 10 weeks after notice was given. .

6. Requests for a refund where the School fails to provide a course, ceases as a signatory or ceases to be a provider

If the School fails to provide the agreed course of education or is no longer a signatory to the Code or no longer operates as an international education provider, the School will negotiate with the Student or their family to either:

- a) Refund the unused portion of international student tuition fees or other fees paid for services not delivered, or
- b) Transfer the amount of any eligible refund to another provider, or
- c) Make other arrangements agreed to by the student or their family and the school.

For the avoidance of doubt, this clause does not apply where the format of the education provided by the School changes (for example delivery by remote learning), and the School continues to offer education for international students.

7. Requests for a refund where the Student's enrolment is ended by the School

In the event the Student's enrolment is ended by the School for a breach of the Contract of Enrolment, or as a consequence of a Welfare Issue, then the School will consider a request for a refund less:

- a) Any non-refundable fees set out in this policy
- b) A minimum of ten weeks tuition fees from the date of termination
- c) Any other reasonable costs that the school has incurred in ending the student's enrolment

No refund will be made to a student who is excluded from the school by the Board of Trustees. Where a student is excluded from Liston College, the costs associated with the return journey home will be the responsibility of the parent or guardian, not Liston College.

8. Requests for a refund where the Student changes to a domestic student during the period of enrolment

If a Student changes to a domestic student after enrolment has commenced, this contract will be treated as being terminated on the date that the School is advised of this change of status. The student will be treated as having voluntarily terminated the Agreement on this date and any refund will be calculated accordingly. The Student will be treated as having given no prior notice for the purposes of cl 5 of this policy, unless the Student has previously advised the School in writing of the Student's intention to apply to Immigration New

Zealand for a visa that will result in a change of status. In the event that notice of an intended change in status is given, the period after this notice is given will be counted as part of the notice period for the purpose of cl 5B.

9. Requests for a refund where a student voluntarily requests to transfer to another signatory

If a Student requests to transfer to another signatory after the commencement of their enrolment, a minimum of 10 tuition weeks of prior notice is required. This notice period does not include weeks that fall during scheduled school holidays. The notice period will begin the day after the School receives written notice that the Student requests to transfer to another signatory. Where less than 10 weeks' notice is given, any refund may be calculated based on the refund that would have been due if the termination had taken place 10 weeks after notice was given

10. Request for a refund of homestay fees

- a) If for any reason, the Student withdraws after the start of their stay in a school homestay, any unused homestay fees will be refunded, less any relevant non-refundable fees set out in this policy.
- b) Where a student moves from a school homestay and requests a refund of any unused homestay fees, these will be refunded less any non-refundable fees set out in this policy.

11. Requests for a refund of fees unused at the end of enrolment

Except by written request from the Student or their parent, prepaid fees unused at the end of enrolment amounting to less than NZD\$100 will be refunded in cash. Sums of NZD\$100 or greater will be refunded into a nominated bank account.

12. Outstanding activity fees or other fees owed to the School

Any activity or other fees incurred by the Student during enrolment and owed to the School at the time of withdrawal, will be deducted from any eligible refund.

13. Refunds to be made to the country of receipt

Unless otherwise agreed in writing, all eligible refunds of fees of NZD\$1,000.00 or more received from outside of New Zealand will be refunded to a nominated bank account in the source country.

14. Rights of families after a decision regarding a refund has been made by the School

A decision by the School relating to a request for a refund of international student fees will be provided to the Student or their parent in writing and will set out the following information:

- a) Factors considered when making the refund decision
- b) The total amount to be refunded
- c) Details of non-refundable fees

In the event the student or their parent is dissatisfied with a refund decision made by the School or are dissatisfied with the process the School followed when making the refund decision, they have the right to have the refund decision reviewed by the Study Complaints, Disputes Resolution Scheme.