

NURSES LEARNING HUB PTE LTD

SAMPLE STUDENT CONTRACT

PRIVATE EDUCATION INSTITUTION-STUDENT CONTRACT

This Contract binds both the Private Education Institution (PEI) and the Student once both parties sign this Contract. If the Student is under eighteen (18) years of age, the Student will be represented by the Parent/Legal Guardian.

This Contract is made between:

- | | | |
|---|---|-----------------------------|
| (1) Registered Name of PEI | : | Nurses Learning Hub Pte Ltd |
| Registration Number | : | 200906197N |
| | | |
| (2) Full Name of Student | : | |
| <i>(as in NRIC for Singapore Citizen (SC) and Permanent Resident (PR) / as in passport for international student)*</i> | | |
| NRIC Number (for SC/PR)* | : | |
| Student's Pass Number (if available) | : | |
| FIN (for international student)* | : | N.A |
| | | |
| (3) Full Name of Parent/Legal Guardian* | : | |
| (if Student is under eighteen (18) years of age) | : | N.A |
| NRIC/Passport Number* | : | N.A |

1. COURSE INFORMATION AND FEES

- 1.1 The PEI will deliver the Course as set out in Schedule A to the Student, towards conferment of the stated qualification upon successful Course completion.
- 1.2 The PEI confirms that the Course has been permitted by the Council for Private Education (CPE) and no amendments have been made to the Course as set out in Schedule A, unless otherwise permitted by CPE.
- 1.3 The Course Fees payable are set out in Schedule B and the optional Miscellaneous Fees in Schedule C.
- 1.4 The PEI considers payment made 7 days/month* after the scheduled due date(s) in Schedule B as late. The PEI will explain to the Student its policy for late payment of Course Fees, including any late payment fee charged in Schedule C (if applicable) and any impact on Course/module completion (if applicable).

2. REFUND POLICY

2.1 Refund for Withdrawal Due to Non-Delivery of Course:

The PEI will notify the Student within three (3) working days upon knowledge of any of the following:

- (i) It does not commence the Course on the Course Commencement Date;

* Delete as appropriate by striking through.

Where non-applicable, put "N.A.". Leave no fields blank.

State all dates in the format of DD/MM/YYYY.

- (ii) It terminates the Course before the Course Commencement Date;
- (iii) It does not complete the Course by the Course Completion Date;
- (iv) It terminates the Course before the Course Completion Date;
- (v) It has not ensured that the Student meets the course entry or matriculation requirement as set by the organisation stated in Schedule A within any stipulated timeline set by CPE; or
- (vi) The Student's Pass application is rejected by Immigration and Checkpoints Authority (ICA).

The Student should be informed in writing of alternative study arrangements (if any), and also be entitled to a refund of the entire Course Fees and Miscellaneous Fees already paid should the Student decide to withdraw, within seven (7) working days of the above notice.

2.2 Refund for Withdrawal Due to Other Reasons:

If the Student withdraws from the Course for any reason other than those stated in Clause 2.1, the PEI will, within seven (7) working days of receiving the Student's written notice of withdrawal, refund to the Student an amount based on the table in Schedule D.

2.3 Refund During Cooling-Off Period:

The PEI will provide the Student with a cooling-off period of seven (7) working days after the date that the Contract has been signed by both parties.

The Student will be refunded the highest percentage (stated in Schedule D) of the fees already paid if the Student submits a written notice of withdrawal to the PEI within the cooling-off period, regardless of whether the Student has started the course or not

3. ADDITIONAL INFORMATION

- 3.1** The laws of Singapore will apply to how this Contract will be read and to the rights the parties have under this Contract.
- 3.2** If any part of this Contract is not valid for any reason under the law of Singapore, this will not affect any other part of this Contract.
- 3.3** If the Student and the PEI cannot settle a dispute using the way arranged by the PEI, the Student and the PEI may refer the dispute to the CPE Mediation-Arbitration Scheme (www.cpe.gov.sg).
- 3.4** All information given by the Student to the PEI will not be given by the PEI to anyone else, unless the Student signs in writing that he agrees or unless the PEI is allowed to give the information by law.
- 3.5** Any agreement other than this Contract is invalid if it is administered without the written permission of CPE. If there is any other agreement between the PEI and the Student that is different from the terms in this Contract, then the terms in this Contract will apply.
- 3.6** If the Student or the PEI does not exercise or delay exercising any right granted by this Contract, the Student and the PEI will still be able to exercise the same type of right under this Contract during the rest of the time the Contract continues.
- 3.7** If this Contract is also signed or translated in any language other than English and there is a difference from the English language copy of this Contract, the English language copy will apply.

SCHEDULE A
COURSE DETAILS

Note: The information provided below should be the same as that submitted to the CPE.

1) Course Title	Bachelor of Nursing (Top-Up)
2) Course Duration (in months)	24
3) Full-time or Part-time Course	Part Time
4) Course Commencement Date	12/07/2021
5) Course Completion Date	04/06/2023
6) Date of Commencement of Studies if later than Course Commencement Date <i>Note: "N.A." if both dates are the same</i>	N.A.
7) Qualification <i>(Name of award to be conferred on the Student upon successful Course completion)</i>	Bachelor of Nursing
8) Organisation which develops the Course	La Trobe University
9) Organisation which awards/ confers the qualification	La Trobe University
10) Course entry requirement(s)	<p>1) High School Certificate/equivalent AND RELC English Proficiency Certificate</p> <p>2) Approved three year (or above) Nursing Certificate or Singapore Nursing Board accredited Diploma in Nursing Transcript</p> <p>3) Singapore Nursing Board Registration Certificate</p> <p>4) Singapore Nursing Board Practising Certificate</p> <p>English Proficiency requirements :-</p> <ul style="list-style-type: none"> ● IELTS BAND of 6.0 with individual bands of at least 6.0; OR ● at least a score of 550 with a score of 5 or better in the Test of Written English (paper –based); OR ● 213 with a score of 5 in Essay Writing (computer-based);

	<p>OR</p> <ul style="list-style-type: none"> • 80 with no individual score less than 20 (internet-based) in the Test of English as a Foreign Language (TOEFL)
11) Course schedule with modules and/or subjects	<p>12 July 2021 to 04 June 2023</p> <p>25th Intake Program</p> <p>Please see Course schedule with Subjects in Annex A.</p>
12) Scheduled holidays (public and school) and/or semester/term break for course	<p>Christmas, Chinese New Year & Easter</p>
13) Examination and/or other assessment period	<p>At the end of each subject</p>
14) Expected examination results release date	<p>Unconfirmed results will be available between 6 to 8 weeks after each subject end date.</p> <p>The final results will be released after each semester's Chief Examiner's Meeting between 8 to 10 weeks after each semester end date.</p>
15) Expected award conferment date	<p>November 2023</p>

SCHEDULE B
COURSE FEES

Fees Breakdown <i>[shows the full breakdown of total payable course fees]</i>	Total Payable (with GST, if any) (S\$)
Course Fee	20,394.20
FPS Insurance Fee	244.73
Total Course Fees Payable:	20,638.93
No of Instalments:	4

INSTALMENT SCHEDULE

Instalment¹ Schedule	Amount (with GST, if any) (S\$)	Date Due ²
1st Instalment	5,344.93	01/07/2021
2nd Instalment	5,098.00	09/12/2021
3rd Instalment	5,098.00	23/06/2022
4th Instalment	5,098.00	01/12/2022
Total Course Fees Payable:	20,638.93	

1. Each instalment amount shall not exceed the following:
 - 12 months' worth of fees for EduTrust certified PEIs*; or
 - ~~6 months' worth of fees for non-EduTrust certified PEIs with Industry Wide Course Fee Insurance Scheme (IWC)*; or~~
 - ~~2 months' worth of fees for non-EduTrust certified PEIs without IWC*.~~

* Delete as appropriate by striking through.
2. Each instalment after the first shall be collected within one week before the next payment scheduled.

SCHEDULE C
MISCELLANEOUS FEES³

Purpose of Fee	Amount (S\$) and When Payable
<i>Registration fee</i> <i>If student fails below mark 47/100, she is required to repeat the subject.</i>	S\$53.50 - Singapore Nurses Association Member S\$74.90 - for Non Singapore Nurses Association Member Payment is S\$2,549.28 per module

3. Miscellaneous Fees refer to any non-compulsory fees which the students pay only when applicable. Such fees are normally collected by the PEI when the need arises.

**SCHEDULE D
REFUND TABLE**

% of [the amount of fees paid under Schedules B and C]	If Student's written notice of withdrawal is received:
[100%]	more than [28] days before the Course Commencement Date
[90%]	before, but not more than [28] days before the Course Commencement Date
[50%]	By close of business on the census date* for the subject
[0%]	After the census date* for the subject

* Refer to Student Timetable

The parties hereby acknowledge and agree to the terms stated in this Contract.

SIGNED by the PEI

Authorised Signatory of the PEI

Name:

Date:

Seal of PEI

SIGNED by the Student

~~SIGNED by the Student's parent or legal guardian (if the student is under eighteen (18) years of age)~~

Name of Student:

Date:

~~Name of Parent or Legal Guardian:~~

~~N.A~~

~~Date:~~