

## Discounted Group Applications Terms and Conditions – v3

Updated 14 June 2019 to run until terminated by CBLA.

- The discounted group applications scheme (**Scheme**) commences on 5 February 2019. During this time, candidates may receive a discount on the current advertised OET fee to sit an OET test if they make a group booking with 6 or more people. The Scheme only applies to the test dates advertised on the OET website as "discounted group application scheme test dates" from time to time (the **Scheme Test Dates**).
- The discount applies to full test applications only i.e. candidates applying for all four sub-tests on a single test date.
- Candidates in a single group application do not need to sit the test on the same date or at the same venue. However, each candidate must sit the test on a Scheme Test Date to be eligible to receive a discount under the Scheme.
- Each candidate will be asked to nominate their choice of two preferred test venues. In the unlikely event that both venues are unavailable, we will contact the candidate to discuss their options.
- In the event a candidate is unable to sit the OET on their scheduled test date, a candidate will be permitted to defer their test date to another date.
- If a candidate wishes to defer their test date, the normal [regulations and fees](#) pertaining to deferrals will apply, subject to the remainder of these terms. If a candidate opts to defer to a test date outside of the Scheme Test Dates, they will need to pay either the full fee or, if payment has already been made, the difference between the discounted group application fee and the regular advertised OET fee, in addition to the deferral fee.
- We are under no obligation to consider or accept withdrawal requests in respect of applications made under the discounted group applications scheme.
- Payment must be made by the person responsible for completing a group application and received by CBLA by the relevant payment due date (see Important Dates above) of the earliest test date selected in your group application. If payment is received after this time, your group's application will automatically be moved to the next available test date. If the next available test date for any candidate in the group is outside of the Scheme Test Dates, the discounted fees will no longer apply and you will need to pay either the full fee on behalf of all candidates in the group or, if payment has already been made, the difference between the discounted group application fee and the regular advertised OET fee for all candidates in the group. To the extent permitted by law and subject to the CBLA Terms and Conditions, we will not provide a refund of your original payment in these circumstances.
- Where additional payment is required in accordance with these terms in circumstances where the candidate responsible for completing the group application does not pay on time and a group application is automatically moved to the next available Scheme Test Date, if such additional payment is not made within 5 days of notice from us requiring the additional payment and in any event by the relevant payment due date (see Important Dates above), we reserve the right to cancel the application of each candidate in the group unless the candidate

responsible for completing the group application pays the required amount within a further 5 days of notice from us requiring that payment, and again in any event by the relevant payment due date. Where a candidate defers their test date to a date outside of the Scheme Test Dates, and that candidate does not pay the additional payment in accordance with these terms, within 5 days of notice from us requiring the additional payment and in any event by the relevant payment due date, we reserve the right to refuse that deferral or cancel that candidate's application. To the extent permitted by law and subject to the CBLA Terms and Conditions, we will not provide a refund of your original payment in these circumstances.

- Candidates must complete and supply all required documentation and information requested by us as part of the Scheme application process, including all candidate unique IDs. Otherwise we will reject your group application and request that you complete and resubmit your application with all required documentation and information requested by us to be able to process your application.
- By submitting a group application, you undertake to take reasonable steps to ensure that the candidates whose details are provided in the group application are aware:
  - that we may from time to time collect personal information about them to enable us to administer the OET, as well as for the purposes described in our Privacy Policy;
  - of the information set out in our Privacy Statement; and
  - of our Privacy Policy which is available at <https://www.occupationalenglishtest.org/privacy-policy/>.
- By submitting a group application, you warrant that you have provided the appropriate notifications and procured the necessary consents to allow us to collect the personal information provided in your group application and to use that personal information as contemplated by these terms and conditions and our Privacy Policy, and as otherwise may be permitted by the *Privacy Act 1988 (Cth)*.
- The terms and conditions set out above apply to each individual member of a group application and binds all of them jointly and each of them severally.
- CBLA reserves its rights not to accept any group application that does not comply with these terms and conditions.
- CBLA reserves the right to end the Scheme at its discretion, by providing notice on the OET website (**Notification**). In all instances CBLA will honour valid group applications made and accepted before the Notification was provided.

## Disclaimer

By forming a candidate group of 6 or more people and submitting a group application in respect of the Scheme, you and the candidates referenced in the candidate details list do so at your own risk. In particular, we do not recommend that individual candidates form groups larger than 20 candidates (due to the increased likelihood of members within a larger group failing to meet their obligations or deferring and resulting in changes to required payments), and we do not recommend that you join or form a group with candidates who you do not know personally or otherwise hand over money to anyone who you do not know personally for this purpose.

To the extent permitted by law and subject to the CBLA [Terms and Conditions](#), CBLA will not be liable to you or any candidate or prospective candidate for any loss or damage arising out of or in connection with the formation of a candidate group or submission of a group application, including where a candidate or the person responsible for the group application (as applicable) defers a test date, does not submit an application or does not pay the applicable fee in accordance with the [Discounted Group Applications Terms and Conditions](#).