# ENROLMENT CHECKLIST FOR PARENTS

Please ensure you have completed all forms in full, including all signatures and checkboxes, as this will help us to process your application promptly.

### Family name

### 1. PARENT/GUARDIAN APPLICATION

- Parent/Guardian Application Form correctly completed (including Parent/Guardian Declaration and two signatures)
- Testimonial Form completed

### 2. AUSTRALIAN CITIZENS

- Copy of Citizenship Certificate or Australian passport for both parents (applies only to parents not born in Australia)

### 3. NON-AUSTRALIAN CITIZENS

- Evidence of Income Tax status in Australia (latest Tax Assessment)
- Copy of Passport and Visa (please copy page with Date of Arrival stamp and photo, for both parents)

### 4. STUDENT ENROLMENT FORM

- Student Enrolment Form correctly completed (including Parent/Guardian Declaration and two signatures)
- Copy of Birth Certificate (required)
- Copies of last 2 school reports
- Copy of current immunisation records
- Copies of any Court Orders (where applicable)
- Copy of any student disabilities reports (where applicable)

### 5. FEE SCHEDULE AND CONTRACT OF ENROLMENT

- Contract of Enrolment signed with two names and signatures
- Security of Enrolment Fee of $200 per student paid for first two students

### 6. INTERNATIONAL STUDENTS

Additional enrolment procedures apply – please contact the Enrolments Officer via the Business Office to confirm:

Monday-Friday, 8:00am-4:00pm:
- 08 6557 3300
- 08 9452 1833
- enrolments@rehoboth.wa.edu.au