



APPLICATION FOR ENROLMENT

Student Enrolment Form

Please complete all sections or mark N/A if not applicable. One form must be completed for each student that is to be enrolled.

1. STUDENT DETAILS

Academic year level of entry

Calendar year of entry

Preferred campus (✓)

Kenwick

Wilson

Student surname

Family surname (if different to student surname)

First/Given names

Preferred name

Date of birth

Gender (✓)

Male

Female

Alternative address (if student is not living full-time at the address provided on the **Parent/Guardian Application**)

Please provide details about which days or times these alternate arrangements occur

Student's country of birth

Nationality

Language spoken at home

Is the student an Australian Citizen? (✓)

Yes

No



If "Yes" please provide a copy of the student's Birth Certificate or Australian passport

If "No" please complete the "Student Not Born in Australia" section below

Name of Guardian (if applicable)

Is the student of Aboriginal or Torres Strait Islander descent? (✓)

No

Yes (Aboriginal descent)

Yes (Torres Strait descent)

Both (Aboriginal and Torres Straits descent)

Are there any Court Parenting Orders in place for this student? (✓)

Yes

No

If "Yes" please provide brief details and attach a copy of any Parenting Plan or other Court documents



2. STUDENTS NOT BORN IN AUSTRALIA

Students who are not Australia Citizens must complete this section

Visa type/sub class/number

Expiry date

Passport number

If you have Medical Insurance, please provide details

Name of fund (Medibank, etc.)

Insurance number

Expiry date

Does the student require a Confirmation of Enrolment (COE)?

Yes

No



If "Yes" please note that Overseas Student Health Cover (OSHC) is required for the duration of this enrolment. The College can arrange for this cover on your behalf, the costs of which will be for the family's account.

Students born outside Australia and who have become Citizens are required to provide a copy of either their Citizenship document or Australian passport. Please refer to the **Enrolment Checklist** to ensure the appropriate documents are attached to this application.

For further details, please refer to our **International Students Handbook**, available in your application pack or for download on our website. This Handbook also contains information about the Education Services for Overseas Students (ESOS) Framework.

3. STUDENT'S EDUCATIONAL HISTORY

Please attach a copy of the last two available reports from the previous school

Name and address of last school attended

Grade on leaving

Other previous schools (please attach an separate page if additional space is required)

Year level	Name and address of school	Date commenced (Month/Year)	Date left (Month/Year)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Has your child ever been expelled from, or refused permission to re-enrol at, any previous school, or have you been asked to withdraw your child from any previous school? If "Yes" please indicate the most appropriate reason (✓)

Expelled

Refused re-enrolment

Asked to withdraw

Please state which previous school and describe the circumstances (please attach a separate sheet if additional space is needed)

Do you give the Principal permission to contact this school, should this be considered necessary? (✓)

Yes

No

Has your child skipped or repeated a year level at any time? If so, please provide details



4. STUDENTS WITH DISABILITIES

Has your child experienced any special difficulties in schooling that the College would need to know about? For example, does he or she have any physical, intellectual, or sensory disabilities? (✓)

Yes No

If "Yes" please provide any information that you are aware of that will be most useful or relevant to the care and education of your child at the College. This may include social, emotional, behavioural, physical, learning, or developmental delays or disabilities (please attach a separate sheet if additional space is needed)

In determining acceptance of enrolment of your child, the College will undertake an analysis of your child's needs and the College's available resources to cater for his or her care and education. You may be required to discuss with the Principal the extent or nature of your child's disability to ensure that the College has, or is able to obtain, the necessary resources to provide a sufficient level of care for your child. The College reserves its position not to accept enrolment if it is of the opinion that it is unable to adequately provide for your child's education, care and safety.

It is your responsibility to truthfully disclose any form of delay, concern, or disability that your child might have at the time of enrolment. Should a delay or disability arise over the course of your child's enrolment at the College, the College reserves its position to re-consider a child's enrolment should there be a failure to disclose, or it is of the opinion that it is unable to adequately provide for your child's education, care and safety.

Please be aware that failure to disclose information, or the provision of incorrect information, may be deemed a contravention of the law according to the School Education Act as revised from time to time.

5. STUDENT MEDICAL HISTORY

Please provide details of any ongoing medical conditions (including allergies, anaphylaxis, asthma, etc., or any significant past illnesses or accidents) which may be relevant to the care of your child at the College. Please include the procedure which is to be followed if the condition needs to be attended to at the College (please attach a separate sheet if additional space is needed).

Are you a member of an ambulance fund? (✓) Yes No

Name of family doctor Name of medical centre (if applicable) Phone number

Address of medical centre

Immunisation status (✓)
Fully immunised Incomplete Not immunised Personal objection (or exemption)



Please provide the name and phone numbers of someone we can contact should Parent(s) be unavailable in an emergency

Name

Relationship to student

Home phone

Mobile phone

Please refer to the Enrolment Checklist to ensure the appropriate documents are attached to this application.

6. STUDENT PRIVACY

Visual images of your child (including photographic and videographic images) may be collected and reproduced by the College for use in student records and for promotional purposes, in both printed and electronic form. The collection and use of such personal information is carried out according to the **Privacy Act 1988** to ensure the protection of an individual's privacy. It is the College's policy to request consent from parents/guardians for the use of a student's visual image(s) at the time of enrolment, and then to renew this consent annually as part of its Term 1 Information Update.

Please note: By providing consent, you are agreeing that your student's visual image(s) may be used any of the following: website, newsletters, yearbooks, promotional items (e.g. prospectus, banners), marketing items (e.g. brochures, flyers, newspaper ad), handbooks, class publications, or other publications produced from time to time. By **not** providing consent, the College will be required to exclude your child from activities such as annual class photos, and he or she may be requested by the class teacher or other representative of the College to be removed from photos of excursions, class activities, carnivals etc. Consent may be granted or withdrawn at any time.

The College is committed to maintaining the integrity of personal information it holds about members of its community, and it is not our intention to cause a student or parent distress as a result of such exclusion. For more information, please refer to the College's **Privacy Policy** and **Visual Images Policy**, both of which are available from our website or upon request.

Do you give consent for the College to use visual images of the child named in this application? (✓)

Yes

No

If you do not give consent, please be so kind as to indicate your reason(s) for this exclusion

7. PARENT/GUARDIAN DECLARATION

I/We warrant that **we have sought** independent legal and financial advice and have executed this Student Enrolment Form, the Parent/Guardian Application, and Fee Schedule based upon my/our own judgment and the advice of independent legal and financial representatives.

(✓)

OR (Please tick one option only)

I/We **waive our right** to seek independent legal and financial advice, but warrant that we have executed this Student Enrolment Form, the Parent/Guardian Application, and Fee Schedule, having read and fully understood the terms and provisions contained in each of those documents.

(✓)

DATE

PARENT/GUARDIAN 1 SIGNATURE

PARENT/GUARDIAN 2 SIGNATURE

Please note: By signing this document you agree to abide by the policies and procedures, and the terms and conditions, as approved by the Board of the Association for Christian Education Inc, which may be altered from time to time.