



International Student Application for Semester Program (Non Award)

Office use only	
Family Code: _____	Student Code: _____
Receipt No: _____	Amount: \$ _____
Date Interviewed: _____	
Agreement Mailed: _____	Returned: _____
Privacy Act Form Mailed: _____	Returned: _____
Network Form Mailed: _____	Returned: _____
Student Personal Details	
Family Name:	Given Name(s):
Date of Birth:	Gender: Male / Female
Birth Certificate (copy) attached: Yes <input type="checkbox"/> No <input type="checkbox"/>	Country of Birth:
Passport Number:	Nationality (as shown on passport):
Are you living in Australia: Yes <input type="checkbox"/> No <input type="checkbox"/>	Are you an Australian Resident: Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you currently hold an Australian Visa: Yes <input type="checkbox"/> No <input type="checkbox"/>	Previous School Attended:
If yes, please provide Visa Type: Student <input type="checkbox"/> Visitor <input type="checkbox"/> Other <input type="checkbox"/>	Religious Denomination:
Visa Expiry Date: First Language:	
Academic Year of Entry:	Date of Entry:
Address Details	
Residential Address in Home Country:	Postal Address in Home Country:
Town: _____ Postcode: _____	Town: _____ Postcode: _____
Residential Address in Australia (if known):	Postal Address in Australia (if known):
Town: _____ Postcode: _____	Town: _____ Postcode: _____
Fees Account Address: (If different from Postal or Residential)	
Name: _____	Relationship to student: _____
Address: _____	Town: _____ Postcode: _____



Family Details			
Father /Step Father/Guardian Title: Mr Dr Rev First Name: Surname:		Mother/Step Mother/Guardian Title: Mrs Miss Ms Dr Rev First Name: Surname:	
Residential Address (if different to above):		Residential Address (if different to above):	
Postal Address (if different to above):		Postal Address (if different to above):	
Lives with Child: Yes <input type="checkbox"/> No <input type="checkbox"/>		Lives with Child: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Status: Married/Divorced/Separated/Sole Parent/Stepfather/Deceased/De Facto		Status: Married/Divorced/Separated/Sole Parent/Step Mother/Deceased/De Facto	
Occupation: Employers Name: Work Telephone:		Occupation: Employers Name: Work Telephone:	
Home Telephone:		Home Telephone:	
Mobile:		Mobile:	
Email:		Email:	
Country of Birth:		Country of Birth:	
Religious Denomination:		Religious Denomination:	
Language Spoken at home:		Language Spoken at home:	
Compulsory Emergency Contact (in Australia)			
Name	Relationship	Mobile	Telephone
Non Custodial Parent: Name: Relationship to student:		Address: Town: Postcode: Telephone: Mobile:	
Other relevant Family Information: eg custody arrangements and concerns. (Sensitive matters can be notified privately to the Principal or College Registrar).			



Educational Background

School Studies

Please outline your school studies in the table below:

Table with 3 columns: Name of school, Name of qualification, Date completed

Academic Progress: (Please provide copies of student report card at time of interview)

Strength in subject area/skills

Weakness in subject area/skills

English Language Proficiency

How would you describe your English ability?

- Listening and speaking, Reading and writing with options: Very good, Good, Fair, Poor

Have you undertaken a recognised English language test in the last two years? Yes No

If yes, please indicate the date you were tested and your score:

Day Month Year Test score

If yes, please indicate the English test completed:

- IELTS, TOEFL, ISLPR, OTHER

Medical Details and Health Information

Immunisation History Statement attached: Yes No

Overseas health cover:

Table with 4 columns: Health cover type, Start date, No of weeks, Fees \$

Ambulance Cover: Yes No

Last Tetanus Date:

Doctor (in Australia): Telephone:

Dentist (in Australia): Telephone:



Do you have any special needs or require any adjustments to accommodate you in your course? You may wish to discuss this confidentially with the Principal or Registrar.

Yes No

If yes, please provide further information below:

Do you suffer from any allergies or medical conditions (e.g. asthma, skin conditions, diabetes, epilepsy, fits or blackouts etc)?

Yes No

If yes, please provide further information below.

Do you have any pre-existing injury, disability or impairment that will require special assistance, including literacy support? You may wish to discuss this confidentially with the Principal or Registrar. Parents must advise the College of any disability or impairment which currently affects the student or may in the future and also provide medical documentation from the child's medical specialist. eg Hearing/speech/vision problems, physical/ learning difficulties, autism etc.

Yes No

If yes, please provide further information below:

Medication: Is your child currently required to take medication on a daily basis?

Yes No

Please give details eg. Name, dosage, time to be taken, reason/condition. The College must be advised of any change to this medication.



Cultural Information

Do you come from a non-English speaking background? Yes No

Do you speak a language other than English at home? Yes No

If yes, which language other than English do you speak at home? Yes No

Do you have any special cultural requirements? Yes No

If yes, please provide further information below:

Agent Information

Please indicate the following:

Agent agreement number _____

Name of representative _____

Organisation _____

Email address _____

Parent/Guardian Accident Consent

In the event of any accident or illness, I give my consent to the College to obtain any medical assistance that my child may require. I undertake to pay any costs incurred in the treatment of my child.

Parent/Guardian _____ Date: _____

Signature: _____

NOTE: If parents/guardian cannot be contacted and the student's condition is considered serious then the student will be transported by ambulance to hospital.

Liabilities to Other Schools

Do you have any pre-existing liabilities to other schools?

Yes No

If yes, amount owing: \$



Conditions of Registration and Enrolment

A registration application fee of \$750.00 per student is required for this application to be processed. This fee is non-refundable. Registration for enrolment does not guarantee enrolment.

I/We understand that I/we will be required to complete an Enrolment Agreement if the College offers a position. We understand that if a position is not currently available our application will be placed in the Enrolment Application Pool.

I/We have, through discussion with the College Principal and/or reading the documents provided, understand the philosophy of the College toward the uniform and behavioural responsibilities of students. I will give my support to this direction and encourage a positive response in my children.

Father's Signature: _____ Date: _____

Mother's Signature: _____ Date: _____

Guardian's Signature: _____ Date: _____

Summary Checklist

PLEASE ENSURE THAT YOU SUBMIT THE FOLLOWING:

- Completed signed Application for Enrolment form**
- Copy of your Birth Certificate**
- Copy of your Immunisation History Statement**
- Copy of your passport**
- Financial evidence**
- Copy of your school results**
- IELTS test results**



COMMONWEALTH PRIVACY ACT COLLECTION NOTICE

1. The College may collect personal information, including sensitive information about pupils and parents or guardians before and or during the course of a pupil's enrolment at the College. The primary purpose of collecting this information is to enable the College to provide the appropriate care for your son/daughter whilst at the College.
2. Some of the information we collect is to satisfy the College's legal obligations, particularly to enable the College to discharge its duty of care and fulfil the Government's Data requirements.
3. Certain laws governing or relating to the operation of Colleges require that certain information is collected. These include Public Health and Child Protection laws.
4. Information about a pupil's health is a confidential matter within the terms of the National Privacy Principles under the Privacy Act. We may ask you to provide medical reports about son/daughter from time to time and will treat the information with care and confidentiality.
5. The College from time to time may be required to disclose personal and sensitive information to others. This includes to other schools, government departments, medical practitioners and people providing services to the College, including specialist visiting teachers, sports coaches and volunteers.
6. If we do not obtain the information referred to above, we may not be able to continue the enrolment of your son/daughter.
7. Personal information collected from pupils is regularly disclosed to their parents or guardians. On occasions such as academic and sporting achievements, pupil activities, photographs and other news is published in College newsletters, magazines, displayed on classroom notice boards, College noticeboard and may be included on our web site. **If you do not agree to this you must advise us now.**
8. Parents may seek access to the personal information collected about them and their son/daughter by contacting the College. Pupils may also seek access to the information about themselves. However, there will be occasions where access is denied. Such occasions would include where release would have an unreasonable impact on the privacy of others or where release may result in a breach of the College's duty of care to another pupil.
9. The College engages in fundraising activities. The information received by the College may be used to make an appeal to you.
10. If you provide the College with the personal information of others, such as doctors or emergency contacts, you should inform them that you are disclosing that information to the College. You should also inform them that they can access that information if they wish and that the College does not usually disclose the information to third parties.
11. We may include your contact details in a class list directory. **If you do not agree to this you must advise us now.**

Parent / Guardian Name	Parent Guardian Signature	Date
Student Name	Student Signature	Date



ADDITIONAL ENROLMENT INFORMATION FOR INTERNATIONAL STUDENTS

Students making application for enrolment are required to complete the International Student Enrolment Application and submit the application, including all relevant documentation and any fees that are payable.

Any offer of enrolment is contingent on the student demonstrating the appropriate level of English Language proficiency, a sound academic history and an excellent record of participation, attendance and behaviour. Imagine Education is Emmanuel Anglican College's partner in providing English Language teaching should pre-placement language enrichment be required.

The College will only issue a formal offer and Confirmation of Enrolment (CoE) on successful completion of all steps of the application process.

Ongoing enrolment of the student is dependent upon:

- The students engaging positively in all facets of College life
- The students adhering to all conduct and behaviour expectations as outlines in College policies including the Student Behaviour Management System and the College Anti-Bullying policy
- The student acts appropriately when under the care and supervision of their home stay family
- All fees are promptly paid as they fall due

Failure to meet any of these requirements may see the students enrolment suspended or cancelled.

CONDITIONS OF ENROLMENT - INTERNATIONAL STUDENTS

1. That the student will participate fully in the life and program of the College, such as the chapel services, Religious and Values Education (RAVE) program, sports carnivals, excursions, camps and attendance at Presentation Ceremony.
2. That the Parents will support fully both the student and College in all activities.
3. To ensure my child submits to the College's academic, dress and disciplinary regulations as may be instituted by the Principal and staff of the College.
4. To be aware that my child must demonstrate effort and maintain a proper attitude towards their academic studies during their time at Emmanuel Anglican College.
5. It is a requirement that all yearly tuition fees are paid on enrolment and prior to the commencement of the course. All fees are to be paid in Australian Dollars. Subsequent Yearly tuition fees must be paid in full upon receipt of an account and prior to the date shown unless prior approval is given by the College Principal or Business Manager.
6. To pay for the provision of College approved ESL classes if these are required after school by private tuition.
7. Tuition Fees are not transferable.
8. Emmanuel Anglican College reserves the right to change its fees for the following academic year.
9. A student wishing to enrol in Emmanuel Anglican College must have a current passport.
10. Unless otherwise shown in the application form I/We willingly entrust the Principal of Emmanuel Anglican College to undertake to provide accommodation for, and to be responsible for the support and general welfare of the aforementioned student.



11. All students under the age of 18 years are required to live in Australian Homestay accommodation approved by the College as part of their enrolment conditions. Enrolment will be terminated if students breach this condition.
12. Students 18 years and over will be required to live in Australian Homestay accommodation unless private arrangements are approved by the Principal prior to such arrangements being made. Enrolment may be terminated if students breach this condition.
13. Homestay fees must be paid in advance by a minimum period of 1 semester.
14. Staying in accommodation other than Homestay during holiday periods must be approved by the Principal prior to the event.
15. Students must advise Emmanuel Anglican College of any change in their contact details within 48 hours of the change.
16. Students must ensure the Student Detail Database Check form is completed when received by the College every 12 months.
17. Students on student visas must comply with the conditions of their visas which are to maintain a minimum of 80% attendance for each term and maintain satisfactory progress which will be assessed by maintaining regular and punctual attendance, completing prescribed tasks and homework and abiding by the school's rules and student dress code. Should the student not comply with these conditions their enrolment and visa may be cancelled.
18. Holiday travel must be taken in the official school breaks. This is an important visa requirement & any variation must be approved by the Principal.
19. Emmanuel Anglican College shall not be liable for any loss, damage or injury to persons or property. Students are advised to take out personal insurance to cover themselves against accident or illness.
20. That the College may suspend or terminate enrolment at its discretion for failure to comply with these conditions or any other serious breach of the College's rules and regulations. Subject to complaints and appeals policy.
21. Transferring from other Institutions - Emmanuel Anglican College will only enrol a student who has completed another relevant course (a course provided by a registered provider and listed on the CRICOS) if the College is satisfied that:
 - The student had demonstrated a commitment to studies in that previous course;
 - Attendance was above that required by ESOS legislation;
 - Had paid all fees for that course; and
 - Enrolment into Emmanuel Anglican College will only be considered if the student who has not completed a previous course can produce a letter of release or has DIAC approval that attests to the three matters stated above.

.....
Parent's signature

Date

.....
Student's signature

Date

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CRICOS Provider Code: 02449F