

Application for Enrolment



STUDENT DETAILS	STUDENT RESIDENTIAL ADDRESS
Family name	Street number and name
First given name	Suburb
Other given names	State Postcode
Preferred given name	Country
Gender	STUDENT CONTACTS (where applicable)
Male Female Non-binary Prefer not to say	
Another term (please specify)	Order* Silent# Home phone
Date of Birth (dd/mm/yyyy)	Work phone
	VVOIR PHONE
In which assument was the student have?	
In which country was the student born? Australia	Mobile phone
Other	Email address (use both lines if necessary)
(please specify)	
Does the student speak a language other than English at home? No	
(English only)	
Yes (please specify)	 Order: Number the first column of boxes in order of contact preference (1 to 4) where applicable. (eg: if the student's mobile phone is the preferred contact, mark the Order box with '1')
Year level of intended enrolment (Grade)	# Silent: Tick the corresponding Silent Number box if applicable.
Is the student independent?	INTERNATIONAL STUDENT
If yes , complete the Independent section in Form C	Is the student an Australian or New Zealand citizen?
Yes	Yes No
Previous school attended	If no , provide Visa No., arrival date, and an Authority to Enrol
	Visa No.
	Arrival date (dd/mm/yyyy) / / /
	Authority to Enrol Provided? Yes No
INDIGENOUS STATUS	Is the student a Humanitarian Entrant?
Is the student of Aboriginal or Torres Strait Islander origin?	Yes No
No	If yes , provide Visa No., arrival date, and ImmiCard No.
Yes, Aboriginal	Visa No.
Yes, Torres Strait Islander	Arrival date (dd/mm/yyyy) / / /
Yes, both Aboriginal and Torres Strait Islander	ImmiCard No.
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Application for Enrolment — Medical and Other Information

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Application for Enrolment — Medical and Other Information

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Application for Enrolment — Medical and Other Information

CLASS PHOTOGRAPHS						
4. I give consent for images of the student to be taken for class and school photographs that are provided or sold to their parents or guardians. This may include images taken by professional photographers on behalf of the school, and may also include use of the student's given name and family name.						
CONSENT FOR MINOR EXCURSION PARTICIPATION						
5. I give my consent for the student to participate in minor excursions for this year. (See details in the Application for Enrolment – Information for Parents, Guardians and Independent Students) Yes No						
AUTHORISING SIGNATURE						
Which best describes you?						
Enrolling parent or guardian/main contact Independent / adult student self-enrolling						
To sign this form you must be either an independent or adult student or the enrolling parent as detailed in the Application for Enrolment – Information for Parents, Guardians and Independent Students. Enrolment is not complete until you have provided evidence of the student's date of birth and identity, and any other evidence requested, and the school or college accepts the enrolment.						
I certify that the information provided in this form is correct and I consent to personal information, including health information, being disclosed for the purposes described in the Application for Enrolment – Information for Parents, Guardians and Independent Students.						
Signature Date of signature (dd/mm/yyyy)						

Personal Information Protection

The enrolment forms collect personal information from you to process your child's application for enrolment. Personal information will be managed in accordance with the requirements of the *Personal Information Protection Act 2004*. It will be used by the Department of Education for student administration and for the planning, provision and reporting of educational programs as authorised by the *Education Act 2016* and related State and Commonwealth legislation. It may be disclosed to health practitioners to support student health and safety requirements, and may also be disclosed to government and other agencies where authorised by law. We may not be able to provide some services if the information is not provided.



Page 5 (of 11)





Student(s) name	
(See Application for Enrolment – Information for Parents, Guardians and Indepe	endent Students)
ENROLLING PARENT OR GUARDIAN	DETAILS OF OTHER PARENT/CONTACT
Relationship to this student (e.g Father or Mother)	Relationship to this student (e.g Father or Mother)
Parent/Guardian Yes No	Parent/Guardian Yes No
Family name	Family name
Given names	Given names
Preferred name — Optional	Preferred name — Optional
Date of Birth (dd/mm/yyyy)	Date of Birth (dd/mm/yyyy)
Preferred priority for contacting in an emergency (e.g 1, 2, 3, 4)	Preferred priority for contacting in an emergency (e.g 1, 2, 3, 4)
Tick if this person is to be billed for levies for this student	Tick if this person is to be billed for % levies for this student
Percentage of levies to be paid by this parent/guardian %	Levies Payment Agreement
	(Signature of this contact accepting the % payment)
	Tick if the student resides with this person
	Tick if this person wishes to receive communications separately
Residential address – Street number and name	Residential address – Street number and name
Only complete if different from student	Only complete if different from student
Suburb	Suburb
Country	Country Postcode
Mail address – If not the same as residential address	Mail address – If not the same as residential address
Suburb State	Suburb State
Country	Country
Order Silent Home phone	Order Silent Home phone

Enrolment Form -C- Student Information - July 2021



Department of Education **Application for Enrolment — Contacts**

ENROLLING PARENT OR GUARDIAN cont.	DETAILS OF OTHER PARENT/CONTACT cont.							
Work phone	Work phone							
Order Silent Mobile phone	Order Silent Mobile phone							
Email address	Email address							
Does the parent/guardian speak a language other than English at home?	Does the parent/guardian speak a language other than English at home?							
Yes – please specify below	Yes – please specify below							
No – English only	No – English only							
If yes, is an interpreter required? Yes No	If yes, is an interpreter required? Yes No							
	il yes, is an interpreter required:							
EDUCATION DETAILS FOR ENROLLING PARENT	EDUCATION DETAILS FOR OTHER CONTACT							
The Department of Education is required to collect the following information on behalf of the Australian Government (see <i>Application for Enrolment – Information for Parents, Guardians and Independent Students</i>). Regarding occupational types see page 8–9.	The Department of Education is required to collect the following information on behalf of the Australian Government (see <i>Application for Enrolment – Information for Parents, Guardians and Independent Students</i>). Regarding occupational types see page 8–9.							
IDENTIFY OCCUPATION GROUP	IDENTIFY OCCUPATION GROUP							
Must tick one of the boxes below. Please see back of Form B for list.	Must tick one of the boxes below. Please see back of Form B for list.							
Group I: Elected officials, senior executives/manager, management in large business organisation, government administration and defence, and qualified professionals	Group I: Elected officials, senior executives/manager, management in large business organisation, government administration and defence, and qualified professionals							
Group 2: Other business managers/professionals and associate professionals	Group 2: Other business managers/professionals and associate professionals							
Group 3: Tradespeople and advanced/intermediate clerical, office, sales, carer and service staff	Group 3: Tradespeople and advanced/intermediate clerical, office, sales, carer and service staff							
Group 4: Machine operators, sales/office/service/hospitality staff, assistants, labourers and related workers	Group 4: Machine operators, sales/office/service/hospitality staff, assistants, labourers and related workers							
Group 8: If you have retired	Group 8: If you have retired							
Highest level of primary or secondary school completed (tick box)	Highest level of primary or secondary school completed (tick box)							
Year 12 or equivalent Year 10 or equivalent	Year 12 or equivalent Year 10 or equivalent							
Year II or equivalent Year 9 or equivalent or below	Year II or equivalent Year 9 or equivalent or below							
Highest level of qualifications completed (tick box)	Highest level of qualifications completed (tick box)							
Bachelor degree or above Certificate I–IV (inc. trade certificate)	Bachelor degree or above Certificate I–IV (inc. trade certificate)							
Advanced Diploma/Diploma No non-school qualification	Advanced Diploma/Diploma No non-school qualification							
Type of document provided	Document reference number							
OFFICE USE ONLY Sighted by	Date / /							



Application for Enrolment — Contacts

DETAILS OF OTHER CONTACT		DETAILS OF OTHER CONTACT											
Relationship to this student (e.g Grandmother)		Relationship to this student (e.g Aunt or Uncle)											
Family name		Family name											
Given names		Given names											
Preferred name — Optional		Preferred name — Optional											
The state of the s													
Date of Birth (dd/mm/yyyy)		Date of Birth (dd/mm/yyyy)											
/ / /		/ / /											
Preferred priority for contacting in an emergency (e.g I,	2, 3, 4)	Preferred priority for contacting in an emergency (e.g 1, 2, 3, 4)											
Tick if this person wishes to receive communication sepa	arately	Tick if this person wishes to receive communication separately											
Residential address – Street number and name		Residential address – Street number and name											
The state of the s		Academia address Screen amber and name											
Suburb	State	Suburb											
Country	Postcode	Country											
Mail address — If not the same as residential address		Mail address – If not the same as residential address											
Suburb	State	Suburb State											
Country	Postcode	Country											
Order Silent Home phone		Order Silent Home phone											
Work phone		Work phone											
Mobile phone		Mobile phone											
Email address		Email address											

Personal Information Protection

The enrolment forms collect personal information from you to process your child's application for enrolment. Personal information will be managed in accordance with the requirements of the *Personal Information Protection Act 2004*. It will be used by the Department of Education for student administration and for the planning, provision and reporting of educational programs as authorised by the *Education Act 2016* and related State and Commonwealth legislation. It may be disclosed to health practitioners to support student health and safety requirements, and may also be disclosed to government and other agencies where authorised by law. We may not be able to provide some services if the information is not provided.



Application for Enrolment — Occupational Types

GROUP 8: If you have retired

If you have retired or stopped working in the past year please choose the group in which you previously worked. If you have not been in paid work in the past 12 months enter '8' into the box provided.

GROUP 4: Machine operators, sales/office/service/hospitality staff, assistants, labourers and related workers

Machine operators

- » Driver or mobile plant operators (car/taxi/bus/coach/tram/truck/train driver, driving instructor, courier/deliverer, forklift driver, garbage collector, bulldozer/loader/grader/excavator/earthmoving plant operators, farm/horticulture/forestry machinery operators)
- » Production/processing machine operator (engineering, chemical, petrol, gas, water sewerage, cement, plastics, rubber, textile, footwear, wood/ paper/glass/clay/stone/concrete production/ processing machine operators)
- » Other machine operator (photographic developer/printer, industrial spray painter, boiler/ air conditioning/refrigeration plant operators, railway signals/points, crane/hoist/lift/bulk materials handling machinery operators, driller, miner)

· Sales office, hospitality staff and other assistants

» Sales (sales assistant, motor vehicle/caravan/ parts salesperson, sales representatives, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker/filler)

- » Office (typist, word processing/data entry/business/ keyboard/machine operator, receptionist, office assistant, general clerk)
- » Hospitality staff (hotel service supervisor, receptionist, waiter, bar attendant, barista, kitchenhand, porter, housekeeper, fast food cooks)
- » Assistant/aide (trades assistant, school/teacher's/ education aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant)

· Defence Forces ranks below senior NCO

- » Agriculture, horticulture, forestry, fishing, mining worker (farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand)
- » Other worker (labourer, factory hand, store person, guard, commercial cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor, security office)

GROUP 3: Tradespeople and advanced/intermediate clerical, office, sales, carer and service staff

- Tradespeople generally have completed a 4-year trade certificate, usually by apprenticeship. All tradespeople are included in this group. (metal fitters and machinists, motor mechanics, structural steel/welding trades workers, carpenters and joiners, plumbers, painters, electricians, chefs/cooks, hairdressers)
- Advanced/intermediate clerical, office, sales, carer and service staff
 - » Recording clerk (bookkeeper, bank/post office clerk, statistical/actuarial clerk, account/claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/supply logistics/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk)

- » Inquiry/admissions clerk (customer inquiry/ complaints/service clerk, hospital admissions clerk)
- » Office (secretary, personal assistant, desktop publishing operator, switchboard operator)
- » Sales (sales representative (goods and service), auctioneer, insurance agent/assessor/loss adjuster, market researcher, real estate sales agent)
- » Carer (aged/disability/refuge/child care/welfare support worker, nanny, nursing support)
- » Service (parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor/supervisor, inspectors and regulatory officers)



Application for Enrolment — Occupational Types

GROUP 2: Other business managers/professionals and associate professionals

- Other business managers/professionals
 - » Farm/business owner/manager (crop and/or livestock farmer/farm manager, stock and station agent, building/construction, manufacturing, mining, wholesale, import/export, transport business manager)
 - » Specialist manager (works manager, engineering/ production manager, sales/marketing manager, purchasing manager, supply/shipping manager, customer service manager, property manager, real estate manager, advertising, public relations manager, human resource manager, call or contact centre manager, human resource professionals)
 - » Finance (bank manager, finance/investment/insurance brokers/advisors, credit/loans officer, accountant)
 - » Retail sales/services manager (shop, post office, petrol station, café/restaurant, club, hotel/motel/caravan park, cinema, theatre, travel/betting agency, sports centre, car rental, car/fleet/station manager, other hospitality, retail services managers)
 - » Arts/media (musician, actor, dancer, painter, potter, sculptor, journalist, writer/author, media presenter, photographer, designer, illustrator, proof reader, graphic designer, web designer)
 - » Sportsperson (coach, trainer, sports official, sportsperson)

- Associate professionals generally have diploma/ technical qualifications and support managers and professional
- Medical, science, architectural, building, surveying, engineering, computing, ICT support technician
 - » Health (enrolled nurse, community health worker, paramedic/ambulance officer, massage therapist, welfare/parole officer, youth worker, dental hygienist/ technician)
 - » Legal (police officer, prison officer, government inspector, examiner or assessor, occupational/ environmental health officer, security advisor, private investigator, debt collector, law clerk, court officer bailiff)
 - » Business/administration (recruitment/employment/ industrial relations/training officer, marketing/ advertising specialist, market research analyst, technical sales representative, retail buyer, office manager, project manager/administrator, mail supervisor, other managing supervisors, management and organisation analysts, contract, program)
 - » Defence Forces (senior non-Commissioned Officers [NCO])
 - » Other (library assistant, museum/gallery technician, research assistant, proof reader)

GROUP I: Elected officials, senior executives/manager, management in large business organisation, government administration and defence, and qualified professionals

- **Elected officials** (mayor parliamentarian, alderperson, trade union secretary, board member)
- Senior executives/general managers/department heads in industry, commerce, media or other large organisation
 - » Public sector manager (public service manager (section head or above), regional director, hospital/ health services education)
 - » Other administrator (school principal, faculty head/ dean, library/museum/gallery director, research facility director)
 - » Defence forces (Commissioned Officer)
- Qualified professionals generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others
 - » Health (GP or specialist, registered nurse, dentist, pharmacist, optometrist, physiotherapist,

- chiropractor, vet, psychologist, therapy professionals, dietician, radiographer, podiatrist)
- » Education (primary/secondary school teacher, university lecturer, professor, VET, special education)
- » Law (lawyer, judge, barrister, coroner, solicitor, legal officer)
- » Engineering (architect, surveyor, chemical/civil/ mechanical/mining engineer)
- » ICT (computer systems manager, designer, software and applications programmers)
- » Science (all scientists)
- » Business (management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer, economist)
- » Social (social/welfare/community worker, counsellor, minister of religion, urban/rural planner, librarian, archivist, interpreter/translator)
- » Air/sea transport (aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller)





Department of Education **Application for Enrolment — Supplementary Information**

Student(s) name
School name
PART A – LEGAL ORDERS
Legal Order types
Residency Restraining Child Protection Contact Special Issue
Family Violence Order/Police Family Violence Order Other
Copy of Court Order supplied
Yes No
Full name of any person (other than the student) to whom the Legal Order applies
Order start date Order expiry or review date
Details of Order and other information relevant to the school
PART B – STUDENT TRANSPORT
Transport type
Car Walk Bicycle
Bus – please provide further details below
Bus route
Direction
To school From school Both directions
Travelling days
Monday Tuesday Wednesday Thursday Friday
PART C - MOBILITY INFORMATION
Does this student have mobility issues? Does this student use a wheelchair or other mobility aid?
No Yes – please give details below No Yes – please give details below

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Application for Enrolment — Supplementary Information

PART D – INDEPENDENT	
Date student became independent	Type of evidence supplied
	Evidence of Centrelink Payment
Date evidence sighted by School	Rental or Utility Document together with Guidance Officer or Social Worker letter
	Document signed by Parent or Guardian saying student is independent
	Youth Allowance or ABSTUDY Notice of Assessment
PART E – STUDENT IN OUT OF H	HOME CARE
Start date	Other relevant information or comment
Review date	
1 1	
PART F – PART-TIME ENROLMEN	T OF HOME EDUCATED STUDENTS
Details of enrolment (hours/days) as approve	ed by the Principal:

Personal Information Protection

The enrolment forms collect personal information from you to process your child's application for enrolment. Personal information will be managed in accordance with the requirements of the *Personal Information Protection Act 2004*. It will be used by the Department of Education for student administration and for the planning, provision and reporting of educational programs as authorised by the *Education Act 2016* and related State and Commonwealth legislation. It may be disclosed to health practitioners to support student health and safety requirements, and may also be disclosed to government and other agencies where authorised by law. We may not be able to provide some services if the information is not provided.