

Application for Enrolment



Please complete this form in ENGLISH, attaching additional information if required.

Personal details	
Family name	First name
Preferred name	Date of birth
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other	First language
Country of birth	Passport country
Passport No	(international applicants only)
Residential address	Postcode
Postal address <input type="checkbox"/> As above	Postcode
Email address	Phone
Next of kin/ emergency contact details (friend/ spouse/ parent etc.)	
Name	Relationship
Email address	Phone
Address	Postcode

Circumstances	
Are you:	<input type="checkbox"/> Aboriginal <input type="checkbox"/> Torres strait Islander <input type="checkbox"/> Both <input type="checkbox"/> Neither
What is your residence status?	<input type="checkbox"/> I am an Australian citizen <input type="checkbox"/> I have a Student visa <input type="checkbox"/> I have Permanent Residency in Australia <input type="checkbox"/> Other (please specify) <input type="checkbox"/> I have Temporary Residency in Australia
Are you in Australia now?	<input type="checkbox"/> Yes <input type="checkbox"/> No If no, location:
Do you have a disability?	<input type="checkbox"/> Yes <input type="checkbox"/> Hearing/ deaf <input type="checkbox"/> Physical <input type="checkbox"/> Intellectual <input type="checkbox"/> Learning <input type="checkbox"/> Mental illness <input type="checkbox"/> No <input type="checkbox"/> Brain <input type="checkbox"/> Vision <input type="checkbox"/> Medical <input type="checkbox"/> Other:
What is your highest COMPLETED school level?	<input type="checkbox"/> Year 12 <input type="checkbox"/> Year 11 <input type="checkbox"/> Year 10 <input type="checkbox"/> Year 9 <input type="checkbox"/> Year 8 or below <input type="checkbox"/> Never attended school The year you finished high school (e.g. 2016): Y Y Y Y
Are you still enrolled in secondary/ senior secondary education?	<input type="checkbox"/> Yes If yes, please give details: <input type="checkbox"/> No
What is your English level?	<input type="checkbox"/> English is my first language <input type="checkbox"/> I have IELTS 5.5 or above or equivalent If neither, please give details:
What is your current employment status? (ONE box only)	<input type="checkbox"/> Full-time employee <input type="checkbox"/> Part-time employee <input type="checkbox"/> Self-employed, employing others <input type="checkbox"/> Self-employed, not employing others <input type="checkbox"/> Unemployed, seeking full-time work <input type="checkbox"/> Unemployed, seeking part-time work <input type="checkbox"/> Not employed, not seeking work
What is the main reason for your study? (ONE box only)	<input type="checkbox"/> To get a job <input type="checkbox"/> To develop my existing business <input type="checkbox"/> To start my own business <input type="checkbox"/> For a different career <input type="checkbox"/> For a better job <input type="checkbox"/> Requirement for my job <input type="checkbox"/> Extra skills for my job <input type="checkbox"/> To get into another course <input type="checkbox"/> Personal <input type="checkbox"/> Other
How did you hear about Skills Institute Australia?	<input type="checkbox"/> I am a student here already <input type="checkbox"/> From another student/ friend/ family <input type="checkbox"/> Website <input type="checkbox"/> Agent <input type="checkbox"/> Other: Referral name or Agent stamp:
Do you wish to pay more than 50% of your Tuition Fees before your course starts? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Skilled Services Australia Pty Ltd t/a Skills Institute Australia, Skills College Perth

RTO 32473
CRICOS 03328G
ABN 34 150 413 219

Brisbane: 3431 Pacific Hwy, Slacks Creek, QLD 4127
Perth: 247 James St, Northbridge, WA 6003
enrol@skills.qld.edu.au www.skills.qld.edu.au

Ph. 07 3208 3182
Ph. 08 9228 8542
ver 6.3 July 2021

Application for Enrolment



International applicants only. Do not complete this section if you are not an international applicant			
Visa type:	Visa expiry:		
Do you need assistance with Overseas Student Health Cover?	<input type="checkbox"/> Yes, I need assistance <input type="checkbox"/> No, I will organise OSHC myself	<input type="checkbox"/> No, I already have OSHC: Provider name, Policy No., expiry date:	
Do you need Airport pickup?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Details:	
Do you need assistance with accommodation?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Details:	
Are you currently enrolled in another school as an overseas student?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Name of school: Reason for changing school:	
Did you seek advice from a Registered Migration Agent about changing your course / school?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Are you aware of the consequences if you change your current course / school?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Course location and commencement	
Where do you want to study?	<input type="checkbox"/> Brisbane <input type="checkbox"/> Perth
Preferred start date	

Select the course(s) you wish to study:

Brisbane campus				
✓	Course code	Course name	CRICOS code	Duration
Business (Brisbane only)				
	BSB60120	Advanced Diploma of Business	106586K	52 weeks
	BSB50820	Diploma of Project Management	104052A	52 weeks
	BSB60720	Advanced Diploma of Program Management	104445F	52 weeks
Hospitality and cookery (Brisbane only)				
	SIT40516	Certificate IV in Commercial Cookery	092738G	70 weeks
	SIT50416	Diploma of Hospitality Management	091072G	62 weeks
	SIT60316	Advanced Diploma of Hospitality Management	096674G	96 weeks
Automotive (Brisbane only)				
	AUR30620	Certificate III in Light Vehicle Mechanical Technology	103632M	70 weeks
	AUR31520	Certificate III in Automotive Diesel Engine Technology	103596K	70 weeks
	AUR40820	Certificate IV in Automotive Mechanical Overhauling	103582E	26 weeks
	AUR50216	Diploma of Automotive Technology	095324E	26 weeks

Skilled Services Australia Pty Ltd t/a Skills Institute Australia, Skills College Perth

RTO 32473
CRICOS 03328G
ABN 34 150 413 219

Brisbane: 3431 Pacific Hwy, Slacks Creek, QLD 4127
Perth: 247 James St, Northbridge, WA 6003
enrol@skills.qld.edu.au www.skills.qld.edu.au

Ph. 07 3208 3182
Ph. 08 9228 8542
ver 6.3 July 2021

Application for Enrolment



Perth campus				
✓	Course code	Course name	CRICOS code	Duration
Business (Perth only)				
	BSB60120	Advanced Diploma of Business	106586K	52 weeks
	BSB50820	Diploma of Project Management	104052A	52 weeks
	BSB60720	Advanced Diploma of Program Management	104445F	52 weeks
Hospitality and cookery (Perth only)				
	SIT40516	Certificate IV in Commercial Cookery	092738G	70 weeks
	SIT50416	Diploma of Hospitality Management	091072G	62 weeks
	SIT60316	Advanced Diploma of Hospitality Management	096674G	96 weeks
Automotive (Perth only)				
	AUR30620	Certificate III in Light Vehicle Mechanical Technology	103632M	70 weeks
	AUR40820	Certificate IV in Automotive Mechanical Overhauling	103582E	26 weeks
	AUR50216	Diploma of Automotive Technology	095324E	26 weeks
English (Perth only)				
	ENG0317	Comprehensive English	095325D	5-104 weeks
	Duration – How long do you want to study English?			weeks

Important information

'Information is collected on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2018; to ensure student compliance with the conditions of your visa and your obligations under Australian immigration laws generally. The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2018. Information collected about you on this form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Protection Service (TPS) and the ESOS Assurance Fund Manager. In other instances, information collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law'.

No money is to be paid with this 'application for enrolment' form. Students can access our website for a copy of our Student Handbook, current course information and details about studying with Skills Institute Australia (SIA).

If your enrolment is accepted we will send you a detailed 'Letter of Offer' with a section for you to complete and return with your deposit - if paying offshore by bank transfer or direct debit. A signed electronic copy of the 'Acceptance of Offer' must be sent immediately via email/ fax, followed by the original form. No payment/ enrolment can be processed, until a signed 'Acceptance of Offer' form is received.

Skilled Services Australia Pty Ltd t/a Skills Institute Australia, Skills College Perth

RTO 32473
CRICOS 03328G
ABN 34 150 413 219

Brisbane: 3431 Pacific Hwy, Slacks Creek, QLD 4127
Perth: 247 James St, Northbridge, WA 6003
enrol@skills.qld.edu.au www.skills.qld.edu.au

Ph. 07 3208 3182
Ph. 08 9228 8542
ver 6.3 July 2021

Application for Enrolment



Declaration: all applicants

All applicants, both international and non-international must sign and date below

I declare that the information that I have provided in this form is true and correct to the best of my knowledge

I understand that Skills Institute Australia (SIA) is required to submit data sourced from this enrolment form to the national VET administrative collection as a regulatory reporting requirement. The information contained on my application form may be used by my RTO for administrative, regulatory and/or research purposes

I accept the course fees and durations as specified on the official SIA website

I agree to pay all the course fees by the due dates given me

I understand that it is my responsibility to apply for course credit if I wish to do so

I agree to notify SIA if I change my address or contact details

I accept the rights and responsibilities outlined in the Student Handbook available on the SIA website

I accept the Refund Policy available on the SIA website

I declare that the information in this application is true and correct

Name

Signed

Date

Declaration: international applicants only

All international applicants must sign and date below

I agree to abide by the conditions of my visa at all times

I understand that I can only work 40 hours per fortnight during school study periods

I understand that I must attend full-time study, or my visa may be affected

I understand that I must stay with SIA for at least 6 months of my primary course

I understand that I must maintain Overseas Health Cover (OSHC) while in Australia

Name

Signed

Date

Note: Parental/ guardian consent is required for all students under the age of 18. Agents must not sign on behalf of an applicant

Documents attached

Copy of passport/ identity document

Copy of previous qualifications from Year 12 and above

Copy of OSHC if applicable

Copy of IELTS/ other English proficiency evidence

OFFICE USE ONLY

Please ensure all information has been supplied. Scan and attach this form to the student's records.

Received by

Name

Date

VEVO: visa held

None Student Bridging Other:

Authorised by

Name

Date

Letter of Offer sent

Name

Date

Notes

Skilled Services Australia Pty Ltd t/a Skills Institute Australia, Skills College Perth

RTO 32473

CRICOS 03328G

ABN 34 150 413 219

Brisbane: 3431 Pacific Hwy, Slacks Creek, QLD 4127

Perth: 247 James St, Northbridge, WA 6003

enrol@skills.qld.edu.au www.skills.qld.edu.au

Ph. 07 3208 3182

Ph. 08 9228 8542

ver 6.3 July 2021