

Application for Enrolment – Domestic Students



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			

Your contact details

Address		Postcode	
Postal address		Postcode	
Email address		Phone	

Next of kin/ emergency contact details (friend/ spouse/ parent/ agent etc. This question is **mandatory**)

Name		Relationship	
Email address		Phone	
Address		Postcode	

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 am an Australian resident <input type="checkbox"/> Other:		
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 <input type="checkbox"/> No If yes, please give details:		
What is your English level?	<input type="checkbox"/> English is my first language <input type="checkbox"/> I have IELTS 5.5 or above <input type="checkbox"/> I have completed a qualification in Australia <input type="checkbox"/> I have completed another English test <input type="checkbox"/> None of the above	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

RTO 32473
CRICOS 03328G
ABN 34 150 413 219

Brisbane: 3431 Pacific Hwy, Slacks Creek, QLD 4127

Perth: 247 James St, Northbridge, WA 6003

E-mail: enrol@skills.qld.edu.au website: www.skills.qld.edu.au

Ph. 07 3208 3182

Ph. 08 9228 8542

Ver. 5.8 Dec 2020

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Where would you like to study? Select one location only.
SC = Slacks Creek, PTH = Perth

☐ Slacks Creek (SC)

☐ Perth (PTH)

Select the courses you would like to study

Business courses

<input type="checkbox"/>	BSB40515	Certificate IV in Business Administration (26 wks, PTH only)	<input type="checkbox"/>	BSB51415	Diploma of Project Management (52 wks, SC or PTH)
<input type="checkbox"/>	BSB50215	Diploma of Business (26 wks, SC or PTH)	<input type="checkbox"/>	BSB61218	Advanced Diploma of Program Management (52 wks, SC only)
<input type="checkbox"/>	BSB60215	Advanced Diploma of Business (52 wks SC or PTH)			

Hospitality and cookery courses

<input type="checkbox"/>	SIT30816	Certificate III in commercial Cookery (50 wks, SC only)	<input type="checkbox"/>	SIT50416	Diploma of Hospitality Management (62 wks, SC or PTH)
<input type="checkbox"/>	SIT40516	Certificate IV in Commercial Cookery (70 wks, SC or PTH)	<input type="checkbox"/>	SIT60316	Advanced Diploma of Hospitality Management (96 wks, SC or PTH)

Automotive courses

<input type="checkbox"/>	AUR30616	Certificate III in Light Vehicle Mechanical Technology (70 wks, SC or PTH)	<input type="checkbox"/>	AUR40816	Cert IV in Automotive Mechanical Overhauling (26 wks, SC or PTH)
<input type="checkbox"/>	AUR31516	Certificate III in Automotive Diesel Engine Technology (52 wks, SC only)	<input type="checkbox"/>	AUR50216	Diploma of Automotive Technology (26 wks, SC or PTH)

English courses

<input type="checkbox"/>	ENG0317	Comprehensive English (5-104 wks, PTH only)	Duration	weeks
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Options

First course

Course start date

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Important information

No money is to be paid with this 'application for enrolment' form. Students can access our website for a copy of our comprehensive 'International 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.

Declaration

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
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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 identity document

☐

Copy of previous qualifications if required

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

Received by	Name		Date	
Authorised by	Name		Date	
Letter of Offer sent	Sent		Name	Date
Notes				

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