

# Enrolment Application Form - International



Personal Details			
Surname:		Title: Mr/Mrs/Miss/Ms/Dr	Date of birth:
First name:		Middle name/s:	
Home phone:	( )	Work:	( )
Email:		Mobile:	
Unique Student Identifier (USI), if known:			
Please note that all applicants are required to be 18 years or above			

Home Address (Overseas or in Australia)			
Building/ property name:			
Flat/unit details:		Street or Lot Number (e.g. 205 or Lot 118):	
Street name:			
Suburb, locality or town:			
State/Territory (if applicable):		Postcode:	
Country			

Postal Address (if different from above)?			
Building/ property name:			
Flat/unit details:		Street or Lot Number (e.g. 205 or Lot 118):	
Street name:			
Suburb, locality or town:			
State/Territory:		Postcode:	

Residency and other Visa Details			
Country of birth		Citizenship	
Passport Number			
Do you already have an Australian Visa that allows you to study here?	<input type="checkbox"/> Yes	If yes, what type of visa?	
	<input type="checkbox"/> No	Visa Grant number	

Enrolment Details				
Qualification/ Course		Price	Duration	
<input type="checkbox"/> CHC30113 Certificate III in Early Childhood Education and Care		AUD \$ 8,500	36 weeks classes + 9 weeks holidays	
<input type="checkbox"/> CHC50113 Diploma of Early Childhood Education and Care		AUD \$16,000	72 weeks classes + 26 weeks holidays	
<input type="checkbox"/> BSB40215 Certificate IV in Business		AUD \$ 6,500	18 weeks classes + 6 weeks holidays	
<input type="checkbox"/> BSB51915 Diploma of Leadership and Management		AUD \$12,000	36 weeks classes + 9 weeks holidays	
Please note fees are subject to change without notice				
Preferred start:	<input type="checkbox"/> Jan <input type="checkbox"/> Feb <input type="checkbox"/> Mar	<input type="checkbox"/> Apr <input type="checkbox"/> May <input type="checkbox"/> Jun	<input type="checkbox"/> Jul <input type="checkbox"/> Aug <input type="checkbox"/> Sep	<input type="checkbox"/> Oct <input type="checkbox"/> Nov <input type="checkbox"/> Dec
Campus location (please tick one)	<input type="checkbox"/> Bankstown			

General Information	
1. Gender:	<input type="checkbox"/> Male <input type="checkbox"/> Female

2. Do you wish to apply for Course Credit? If YES, certified copies of transcripts from previous qualifications must be provided with this form.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Do you wish to apply for Recognition of Prior Learning? If you indicate yes, you will be contacted to discuss this further.	<input type="checkbox"/> Yes <input type="checkbox"/> No

English exams completed and score (if applicable)
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Do you require BCCI to arrange homestay accommodation?
<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you require BCCI to arrange Overseas Student Health Cover (OSHC)?
<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>*OSHC arrangement is a requirement for student's visa application from Department of Immigration and Border Protection (DIBP). Single cover is for student only, Couple cover is for the student and</i>

*spouse/partner and Family cover is for the student and dependents (including spouse, partner and dependent children).*

Next of kin / emergency contact			
Name:		Relationship to you:	
Address:			
		Postcode:	
Home phone:	( )	Work:	( )
Mobile:		Email:	

**Application Checklist – Provide a certified copy of the following documents with your application (you will need to bring the originals to your orientation day for verification):**

- Valid passport copy
- Valid visa (if you have one)
- High School certificate or other relevant certificates
- Proof of English Language Proficiency, IELTS 5.5 or equivalent
- Any other relevant documents to support your application e.g. resume
- Proof of payment of AUD \$200 as Enrolment Application Fee + Materials Fee \$200
  - Name of Bank Commonwealth Bank of Australia
  - BSB 062 111
  - Account Number 00909654
  - Account Name Bankstown Community College Inc.

**Agreement**

In signing this Enrolment Application Form you agree:

- That the information you have provided on this form is true, correct and complete.
- That you have read and understood the Student Handbook which can be found on our website [www.bankstowncc.edu.au](http://www.bankstowncc.edu.au)
- That you have been provided with appropriate and sufficient information to make an informed decision about your enrolment in this course.
- That you have read and understood BCC Institute's Information Privacy Policy. Information concerning students, including information submitted on the Enrolment Application Form will be used by BCCI or other authorised organisations for the purpose of general student administration, communication, state and national reporting, program monitoring evaluation and to meet the obligations under the Education Services for Overseas Students (ESOS) Act 2000 and The National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007, to ensure student compliance with the conditions of their visa (if applicable) and their obligations under Australian Immigration laws.

The information may be disclosed to the National Centre for Vocational Education Research (NCVER) and/or other authorised agencies and departments. In certain circumstances information collected during your enrolment can be disclosed without your consent where authorised or required by law; this may include the circumstance of any suspected breach of by the student of a student visa condition.

The provision of this information is necessary for both enrolment and re-enrolment. Information provided will be held

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securely and disposed of securely when no longer needed. You may access your personal information by contacting BCCI.

- That you have read and understood BCC Institute's Student Handbook.
- That you have been provided with detailed information about the fees and charges associated with your course enrolment including information on all fees (tuition, administration and materials), payment terms and the applicable Refund Policy.
- To provide BCC Institute with up to date and accurate contact details and notify them if anything changes.
- To be bound by BCC Institute's Student Code of Conduct, and other student policies and procedures as well as National and State legislation and regulations including any variations that are made from time to time.

Student Signature:		Date:	
Printed Name:			

Agents details (if applicable)			
Name:			
Contact Details:			
Stamp:			
Signature:		Date:	

Under the *Data Provision Requirements 2012*, **BCC Institute** is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

Your personal information (including the personal information contained on this enrolment form and your training activity data) may be used or disclosed by **BCC Institute** for statistical, regulatory and research purposes. **BCC Institute** may disclose your personal information for these purposes to third parties, including:

- School – if you are a secondary student undertaking VET, including a school-based apprenticeship or traineeship;
- Employer – if you are enrolled in training paid by your employer;
- Commonwealth and State or Territory government departments and authorised agencies;
- NCVER;
- Organisations conducting student surveys; and
- Researchers.

Personal information disclosed to NCVER may be used or disclosed for the following purposes:

- Issuing a VET Statement of Attainment or VET Qualification, and populating Authenticated VET Transcripts;
- facilitating statistics and research relating to education, including surveys;
- understanding how the VET market operates, for policy, workforce planning and consumer information; and
- administering VET, including program administration, regulation, monitoring and evaluation.

You may receive an NCVER student survey which may be administered by an NCVER employee, agent or third-party contractor. You may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the *Privacy Act 1988* (Cth), the VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at [www.ncver.edu.au](http://www.ncver.edu.au)).

## Student Declaration and Consent

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

I consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice above.

Student Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_