



# ENROLMENT APPLICATION

Apex Institute of Education Pty Ltd T/A Apex Institute of Education  
RTO No: 91606 CRICOS Provider No: 03156M  
Sydney CBD Campus: Levels 2&3 22-26 Goulburn Street Sydney NSW 2000 Australia  
Parramatta Campus: 2 Sorrell Street, Parramatta NSW 2150 Australia  
Phone: +61 2 8007 6261 (Sydney) +61 2 8007 6262 (Parramatta)  
Email : [enrolments@apexaustralia.edu.au](mailto:enrolments@apexaustralia.edu.au); Web: [www.apexaustralia.edu.au](http://www.apexaustralia.edu.au)

Please complete **all** details on this enrolment form. This will be used to enrol you in the qualification you are seeking. Some of the information contained herein will be keyed into a database and used for statistical and other reporting purposes. Please ask your agent for assistance; or contact Apex Institute of Education Pty Ltd 02 8007 6262 for any help that you may require. **PLEASE USE BLACK PEN AND WRITE IN BLOCK LETTERS**

## 1. Student Personal Details

Family Name:..... Given Names:.....  
Date Of Birth: \_\_\_/\_\_\_/\_\_\_(DD/MM/YYYY) Gender:  Male  Female  Unspecified  
Country of Birth: ..... Citizenship:.....  
Passport Number: ..... Date Issued: \_\_\_/\_\_\_/\_\_\_(DD/MM/YYYY)

**Copy of Passport to be provided with this application**

## 2. Do you currently hold an Australian Visa? YES NO

If yes, Visa Type..... Expiry Date:\_\_\_/\_\_\_/\_\_\_(DD/MM/YYYY)

If no, which Australian Embassy/High Commission will you lodge your visa application?

City:..... Country:.....

**Copy of Visa to be provided with this application**

## 3. Your Overseas Address

## Your Australian Address (if applicable)

.....  
.....

## 4. Your Contact Details

## 5. Emergency Contact Details

Landline:..... Name:.....  
Mobile:..... Relationship:.....  
Email:..... Phone Number:.....

## 6. Are you using an Education Agent

YES – complete agent details below  NO – go to 7

Agency Name:..... Contact Person Name:.....  
Contact Number:..... Email:.....

I nominate this agent to be my Education Agent in further dealings with this college.

## 7. Course Enrolment Details

Please refer to our website at [www.apexaustralia.com](http://www.apexaustralia.com) for course information and intake dates

1<sup>st</sup> Preference ..... 2<sup>nd</sup> Preference .....  
Course Name:..... Course Name:.....  
Preferred Start Date:\_\_\_/\_\_\_/\_\_\_ Preferred Start Date:\_\_\_/\_\_\_/\_\_\_

**8. Overseas Student Health Cover (OSHC)**

Do you need the college to arrange this for you?  YES – we will send details  NO – go to 9

**9. Special needs**

Do you have special needs the college should be aware  YES – indicate below  NO – go to 10

- Allergies  Medical condition  Numeracy issues  Language & Literacy difficulties
- Disability or long term illness  Other

If you ticked any of the above boxes, please provide details: .....

**10. Highest qualification you achieved:**  High School  College  University

Qualification Name:..... Year Awarded:.....

Institution Name: ..... Country: .....

**Supporting evidence to be provided with this application**

**11. English Proficiency**

Completed English Test

Name of English Test:..... Result:..... Date Undertaken: \_\_\_/\_\_\_/\_\_\_

Completed English Course in Australia

Course Name: ..... Institution:..... Date Completed: \_\_\_/\_\_\_/\_\_\_

English is my first language

**Supporting evidence to be provided with this application**

**12. Current Australian Education Details**

Are you currently studying in Australia  YES – provide details below  NO – go to 13

If yes Institution Name:..... Course Name:.....

Expected Date of Completion / Date Completed: \_\_\_/\_\_\_/\_\_\_

**13. Recognition of Prior Learning/Course Credit**

Are you Applying for RPL or Course Credit?  YES  NO If yes, please attach relevant documentation.

**14. Are you transferring from other provider (college or university) in Australia?**

YES  NO

If yes, Have you completed 6 months of your principal course?  YES  NO

If No, you must submit supporting evidence such as release letter before we can issue offer letter

**15. Additional Services**  OSHC  Airport pickup  Accommodation  other.....

**16. Study Purpose :** Select the category that best describes the MAIN reason you are undertaking this course. (Tick one box only )

Develop existing skills  For self – development  For better job or promotion

To start my own business  For change of my career  To get into another course

Other reasons : .....

**17. Student Self - Assessment checklist**

This self – assessment checklist will help AIE to determine if the course you wish to enrol is the most suitable for you based on the information provided on your educational history, existing skills, study purpose, aspirations. This information will also provide AIE to identify any learning needs you have and provide any support services to meet your individual needs.

**Academic Suitability**

All prospective students must meet AIE’s course entry requirement to establish their suitability into the course. Tick the option that best applies to you. Attach evidences where needed.

- I have successfully completed HSC (Australian Year 12) or its overseas equivalent qualification
- I have successfully completed Certificate IV or higher – level qualification (taught in English) in Australia
- I have minimum IELTS score of 5.5 or equivalent
- I have English proficiency of upper intermediate or above from an Australian Registered Provider
- I will complete a Language Literacy & Numeracy (LLN) and any follow- up assessment required by AIE

**QUESTIONNAIRE**

Answer all the questions provided below :

1. Have you read the International Student Pre-Enrolment Guide?

- YES  NO

2. Explain why you are interested in the course you have chosen to study at AIE:

.....

.....

3. Explain briefly how will this course help you in achieving your career goals:

.....

.....

4. Do you have any work experience related to the course that you have chosen to study at AIE

- YES  NO

5. Do you have any previous qualification that will help you to complete this course?

- YES  NO

6. Do you have any special learning needs?  YES  NO

If yes, please provide details to help us provide you with the relevant support to enable you to complete your course of study.

.....

.....

## Student Declaration

- I declare that the information I have provided on this form is true and correct.
- I agree that if I provide false, misleading or inaccurate information, AIE reserves the right to cancel my enrolment.
- I am a Genuine Temporary Entrant and genuine student for the purposes of study in Australia.
- I have read the International Student Pre-Enrolment Guide, and all related information in the Student Handbook and on the AIE website, and fully understand the course structure, content and modes of study of the course I am applying for in this application.
- I further acknowledge that I have the financial capacity to pay my college fees and living expenses as and when they become due.
- I also understand and agree and consent that my personal information may be made available to Commonwealth and State agencies for compliance purposes and to other law enforcement agencies as required by the law.
- AIE will not provide or disclose your personal information to outside parties without your consent.
- I understand that my photograph may be used in AIE's promotional material and give consent for this to occur. I will notify AIE via email if wish to change my mind.
- I give permission to AIE to apply for my Unique Student Identifier (USI) number if I do not have one.
- I am fully aware that I must inform the college when my personal or contact details change.
- If I am a student on student visa, I am responsible to comply with my student visa conditions and I must contact the Immigration department (DHA) for enquires relating to my student visa issues.

Student Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For AIE Use Only	
<b>Has the applicant provided evidence to support all entry requirements including:</b>	
Copy of passport <input type="checkbox"/> YES <input type="checkbox"/> NO	Academic <input type="checkbox"/> YES <input type="checkbox"/> NO
Copy of visa <input type="checkbox"/> YES <input type="checkbox"/> NO	English Proficiency <input type="checkbox"/> YES <input type="checkbox"/> NO