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School Use Only	
Form collected and checked by:	Date:
<input type="text"/>	<input type="text"/>
Student ID:	<input type="text"/>

2024 International Full Fee Paying Student Enrolment Form For Year 7-12 Courses

Section 1 - Student Personal

Family Name:

Given Names:

Preferred Name:
(if different to given name)

Date of Birth:

Gender: Male Female

In which country was the student born?

Australia Other - Please specify

If other, on which date did the student arrive in Australia?

What is the student's cultural background?

Name of Day School:

Year Level at Day School in 2024:

SACE Registration No. (if known):

Government regulations require the capture of students' gender. The Department for Education recognises the sensitivities of identifying sex and gender for some students. The department is committed to inclusion, and all schools provide an inclusive environment for all students. If you wish to provide additional information about this student's sex or gender identity, please attach this to the form. The school will respond confidentially, inclusively and according to requests made in your comments.

Has the student discussed this enrolment with their day school?	Yes	No	This form must be endorsed by the Principal or ISP Manager in Section 10.
Has the student discussed this enrolment with a School of Languages Enrolment Officer?	Yes	No	If no, please contact the School of Languages
Is the language and level for which the student is enrolling available at their day school?	Yes	No	If yes, a letter of approval signed by their day school Principal must accompany this form
Does the student have a sibling studying at the School of Languages?	Yes	No	<input type="checkbox"/> Name of sibling: <input style="width: 340px;" type="text"/>

Office use Only		Date:	<input style="width: 120px;" type="text"/>
Subject Selection:	<input style="width: 170px;" type="text"/>	Enrolment Officer:	<input style="width: 150px;" type="text"/>
Teacher:	<input style="width: 170px;" type="text"/>	Roll Class:	<input style="width: 130px;" type="text"/>
Schools Online:	<input type="checkbox"/>	SACE Coord:	<input type="checkbox"/>

Section 2 - Parent 1/Guardian 1 (in Australia)**Parent 2/Guardian 2 (in Australia)**

Mr/Mrs/Ms/Other:

Family Name:

Given Names:

Gender: Male Female

Relationship to student:

Work Phone Number:

Mobile Phone:

(Contact number for Absence SMS)

Email address:

Mr/Mrs/Ms/Other:

Family Name:

Given Names:

Gender: Male Female

Relationship to student:

Work Phone Number:

Mobile Phone:

Email address:

(All school communication, including term reports, will be via email or SMS)**Section 3 - Addresses (in Australia and Overseas)**

Mailing Address (Of Parent/Guardian with whom student lives in Australia)

Title and Name: Phone Number:

Address:

Suburb/Town: Student's Mobile Phone:

Postcode:

Student's School Email Address:

Email address of Parent (Overseas):

Section 4 - Emergency Contact in Australia, if Parent or Guardian cannot be contacted

Name: Home Phone:

Relationship to student: Mobile Phone:

Work Phone: Ext:

Section 5 – Family Court Orders

Are there any current Court-sanctioned orders relating to this student? Yes No

If yes, please attach a copy of the order for the school's records.

Section 6 – Medical Conditions

Does the student have a diagnosed medical condition which we should be aware of? Yes No

If Yes, please specify:

If there is a Health Care Plan, please attach a copy.

Section 7 - Once Child One Plan / Negotiated Education Plan / Individual Education Plan / Individual Learning Plan

Does the student have a diagnosed learning difficulty which we should be aware of? Yes No

If Yes, please specify:

If there is an Education/Learning Plan, please attach a copy.

Section 8 - Course Details (Refer to a School of Languages Enrolment Officer, phone 8301 4800)

Complete each section and tick as appropriate.

Language enrolling in for 2024:

(Language)

(Day)

Teaching Centre:

Year Level of Course:

- | | | | |
|--------|--------------------------|-----------------|--|
| Year 7 | <input type="checkbox"/> | Year 10 | |
| Year 8 | <input type="checkbox"/> | Stage 1/Year 11 | |
| Year 9 | <input type="checkbox"/> | Stage 2/Year 12 | |

Length of course:

Whole Year

Semester One

Semester Two

Course Type: *(tick one box from one section only)*

SACE:

- Beginners*
- Continuers*
- Background Speakers
- Australian Languages

International Baccalaureate:

- Ab Initio
- Language B

** Students enrolling in Beginners Chinese, French, German, Indonesian, Italian, Japanese, Korean and Spanish courses and Continuers Chinese, Indonesian, Japanese, Korean and Vietnamese are required to complete an eligibility form.*

** Eligibility forms are available from the School of Languages.*

** Enrolment is subject to eligibility.*

Eligibility form submitted with Enrolment form:

Yes

No

Not applicable

Section 9 - Previous Language Studies

Has the student studied this Language previously?

Yes

No

If yes, please indicate where:

(please tick)

(specify)

School of Languages

Mainstream School

Overseas

Other

In which year(s)?

Highest Year Level studied:

Section 10 - Endorsement of Student's Day School

This day school endorses the enrolment of this student in the School of Languages for the language and level indicated.

Endorsement must be provided by the school's Principal or ISP Manager

Name:

Signature:

Position:

Date:

Section 11 - Subject Charge

Government School Student

Year 7-10: \$910

Year 11-12 SACE or IB student: Full Year - \$1000

One Semester - \$500

Non-Government School Student

Year 7-10: \$1300

Year 11-12 SACE: Full Year - \$1400/ One Semester - \$700

Year 11-12 IB student: Full Year - \$2200

Section 12 - Invoicing Declaration

Please complete EITHER Column A OR B

Column A	Column B
Please complete Column A if the student is studying the language in addition to a full subject load (no free line)	Please complete Column B if the student is studying the language in addition to a full subject load (no free line)
School Declaration	Parent /Carer Declaration
<p>To be completed by the Principal (or ISP Manager) of the student's day school.</p> <p>I verify that this International Full Fee Paying student is studying the language as part of a subject load in 2024 (the student has a free line at their school).</p> <p>I have read and understood the School of Languages enrolment information.</p> <p>I agree that my school is responsible for the payment of all charges.</p> <p>Name:</p> <p>Position:</p> <p>Date:</p>	<p>To be completed by: (please tick one only)</p> <p><input type="checkbox"/> the parent/carers</p> <p><input type="checkbox"/> the student, if living independently</p> <p>I have read and understood the School of Languages enrolment information.</p> <p>I agree to pay the charge as defined by the School of Languages Governing Council to undertake the course of instruction, and that this charge is legally recoverable as a debt to the School of Languages Governing Council in the event of my non-payment of those charges.</p> <p>Please note: Subject charges are to be paid before the student attends any classes.</p> <p>I have read and accept the above statements Yes No</p> <p>Name:</p> <p>Date:</p>

Section 13- Agreements and Consents

Bring Your Own Device (BYOD)/Cyber Safety/Use of Information and Communication Technologies (ICT)

I have read and understand the Cyber-Safety Use Agreement and I am/we are aware of the importance of a cyber-safe learning environment.

I have read and agree to the conditions as set out in the Acceptable Use of ICT Equipment and Devices.

Day School Contact

I give permission for the School of Languages to liaise with the day school of my child with respect to sharing Health Care Plans, One Plans, Safety Plans, school reports and other relevant documents to support learning outcomes for my child.

Permission to use image, video, voice, and/or creative work of students and children

The Department for Education develops teaching, learning and promotional materials and publishes them in print and digitally (eg on websites). Students also publish their own materials on websites (eg school website, Department for Education website, Scootle™, iTunes™ or other online environments).

(Please tick either DO or DO NOT for each)

I **DO / DO NOT** grant permission for the Department for Education to create/use: **DO** **DO NOT**

- photographs, video or audio recordings of my child
- samples of my child's work
- my child's first name and the School of Languages name

I **DO / DO NOT** grant permission to distribute them in the following locations: **DO** **DO NOT**

- printed publications (eg newsletters, promotional material)
- secure intranet websites and publicly accessible websites, including social media accounts

Any material placed on publicly accessible websites under a CC-BY-NC licence will be available to download and use. This licence is perpetual (forever), irrevocable, free, worldwide, non-exclusive and allows for the replication, distribution, display, performance and remixing of copyrighted work for non-commercial purposes, provided that the author is credited.

I **DO / DO NOT** also grant permission for my child to be photographed/recorded by external media organisations for publication/broadcast. **DO** **DO NOT**

Name of parent/carers:

Name of student, if living independently: