

Student Application Form

Version 2.2 Updated October 2019

Australian Global College requires prospective International students to prove that they are Genuine Temporary Entrants (GTE) based on the standards set by the Department of Immigration and Border Protection (DIBP). This application proves that the student has the financial capacity and the commitment for studying in Australia. Australian Global College may also require applicants to attach various certified documentation to support their application. Please provide true and accurate information, as false information will result in a rejection of your application.

Please complete all sections in BLOCK letters

☒ Please tick where appropriate

Personal Details

All applicants must be aged 18 years or over at time of application

Surname				USI No.			
Given Name/s				Gender.	<input type="checkbox"/> Female	<input type="checkbox"/> Male	<input type="checkbox"/> Other
Date of Birth	/	/	dd/mm/yy				
<input type="checkbox"/> Onshore <input type="checkbox"/> Offshore							

Contact Details

Please provide your Australian residential address:

Street Address						
Suburb		State		Postcode		

Please provide your home country address:

Street Address						
Suburb		State		Postcode		

Email						
Phone		Mobile				

Passport and Visa Details

Passport No.			Expiry Date	/	/	
Nationality			Country of Birth			
Visa Type	<input type="checkbox"/> Student <input type="checkbox"/> Tourist <input type="checkbox"/> Working Holiday <input type="checkbox"/> Other (please specify)					
If applying for a Student Visa, in which city are you applying?						

Agent / Referral Details

 Are you applying through: ☐ Agent (please complete below) ☐ Referral (please complete below) ☐ Direct to AGC

Agent/Referral Name			Email		
Company (If applicable)			Phone		

Previous Studies

Please list any Australian vocational courses completed:

Institute			
Course Code		Course Name	

Institute			
Course Code		Course Code	

What is the highest qualification you have obtained? Please provide details:

Institute			
Qualification		Year	

 Which of the following education have you attained? ☐ Year 12 ☐ Undergraduate Degree ☐ Post-graduate Qualification

English Proficiency

An intermediate level of English is required to entry to all courses (IELTS or equivalent)

Is English your first language? ☐ Yes ☐ No How well do you speak English? ☐ Very well ☐ Well ☐ Not well ☐ Not at all

Have you completed a formal English test such as IELTS in the last two years? ☐ Yes ☐ No If yes, please complete below:

Test Score Date / /

Have you studied an accredited English language course in Australia? ☐ Yes ☐ No If yes, please complete below:

Institute
Course Exit level

Course Preferences (Please select which course/s you are applying for)

- ☐ BSB40215 Certificate IV in Business – 6 Months ☐ BSB50215 Diploma of Business – 1 Year
☐ 093164K General English ☐ 093444B Academic English

Start date – Available every Monday / /

Credit Transfer

Do you wish to apply for Credit Transfer (CR)? ☐ Yes ☐ No

Reason for undertaking this course

- ☐ To get a job ☐ For personal interests ☐ To get a better job or promotion
☐ To gain extra skills ☐ It was a job requirement ☐ To develop my existing business
☐ To start my own business ☐ To try for a different career ☐ To get into another course of study

Overseas Student Health Cover

Do you require AGC to arrange Overseas Student Health Cover for you? ☐ Yes ☐ No

Employment Status

Which best describes your employment status?

- ☐ Full time ☐ Part time ☐ Self employed ☐ Unemployed ☐ Employed – Unpaid family work member

Medical Concerns

Do you suffer from any disabilities? ☐ Yes ☐ No If no, please proceed to section **Emergency Contact**.

Please indicate the areas of disability, impairment or long-term condition:

- ☐ Hearing/deaf ☐ Intellectual ☐ Acquired brain impairment
☐ Vision ☐ Learning ☐ Medical Condition
☐ Physical ☐ Mental Health ☐ Other

Do you require additional support from AGC as a result for the indicated condition? ☐ No ☐ Yes (Please specify)

Emergency Contact

Surname	<input type="text"/>	Relationship to contact	<input type="text"/>
Given Name/s	<input type="text"/>	Contact Number	<input type="text"/>

Select your preferred course
☐ **General English** Number of weeks : _____ Start Date: ____/____/____

☐ **Academic English** Number of weeks : _____ Start Date: ____/____/____

Course Code	Course Name	✓
BSB40215	Certificate IV in Business	<input type="checkbox"/>
BSB50215	Diploma of Business	<input type="checkbox"/>

Preferred Intake:

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> 22 January, 2018 | <input type="checkbox"/> 26 March, 2018 | <input type="checkbox"/> 2 July, 2018 | <input type="checkbox"/> 8 October, 2018 |
| <input type="checkbox"/> 7 January, 2019 | <input type="checkbox"/> 8 April, 2019 | <input type="checkbox"/> 8 July, 2019 | <input type="checkbox"/> 7 October, 2019 |
| <input type="checkbox"/> 13 January, 2020 | <input type="checkbox"/> 13 April, 2020 | <input type="checkbox"/> 13 July, 2020 | <input type="checkbox"/> 12 October, 2020 |

Of the following categories, which BEST describes your main reason for undertaking this course?

- | | | |
|--|--|---|
| <input type="checkbox"/> To get a job | <input type="checkbox"/> To start my business | <input type="checkbox"/> To get a better job or promotion |
| <input type="checkbox"/> To develop my existing business | <input type="checkbox"/> To try a different career | <input type="checkbox"/> It was a requirement of my job |

Statement of Purpose

Please answer the questions below and attach it with this application. This section helps us identify the details of your circumstances.

1. Why did you choose to study in Australia rather than somewhere else (e.g your country)?
2. Why did you choose to study in Australian Global College rather than other institutes/providers?
3. What course are you applying for? Why did you choose to undertake the selected course?
4. Describe what you intend to do after the completion of your course.
5. Describe your educational and employment background in no more than 100 words.

Financial Declaration

Do you have the financial capacity to support you and your dependents (if applicable) for the total period of your stay in Australia to meet your course progress?

Please visit the DIBP website (www.border.gov.au) for more info.

Please indicate your financial source:

☐ Self-funded ☐ Parents ☐ Relatives ☐ Bank loan ☐ Employer ☐ scholarship

Do you have any dependents? (If yes, please provide their details below)

Name	D/O/B	Relationship with applicant
	/ /	
	/ /	
	/ /	

Please declare if you have the funds for the following expenditures:

Expenditure	Per person	Estimated amount (AUD)	Do you have the funds?			
Travel	Applicant	Return airfare to Australia	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
	Dependents	One Return airfare to Australia per person	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No <input type="checkbox"/> Not applicable
College fees (tuition, material & enrolment fees)	Applicant	Course Fees for one academic year	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
	School-age children (5-18yrs)	Approx \$6000	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No <input type="checkbox"/> Not applicable
Cost of living	Applicant	\$18,610 per year	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
	Partner	\$6,515 per year	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No <input type="checkbox"/> Not applicable
	First child	\$3,720 per year	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No <input type="checkbox"/> Not applicable
	Each other child	\$2,790 per year	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No <input type="checkbox"/> Not applicable
Overseas Student Health Cover (OSHC)	Single	Approx \$437 per year	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
	Couple	Approx \$1,222 per year				
	Single-parent	Approx \$1,744				
	Family	Approx \$2,022 per year				

Enrolment Procedure

- Step 1. Complete and sign this form, attach a copy of your passport, evidence of English and a Letter of Release if you have not completed six months of your principal course and submit to info@agc.edu.au
- Step 2. AGC will offer a Letter of Offer & Student Written Agreement for you to sign and return.
- Step 3. Arrange your payment by bank transfer
- Step 4. AGC will offer a Confirmation of Enrolment (CoE).
- Step 5. Pre-arrival and Orientation information will be sent to you prior to course commencement.

Document Checklist

Please make sure you have every box ticked off for timely processing of an application:

- ☐ Completed the application form, ensuring all details are **valid, true** and **up-to-date**
- ☐ Provided **certified true copy** of the main applicant's **passport** and also every dependent who is included in the application
- ☐ Provided details of **academic history record** and submitted **certified true copies** of **transcripts and attainments**
- ☐ Provided certified true copy of **English language proficiency** (IELTS)
- ☐ Provided certified true copy of completion of **Australian Year 12** or any **equivalent qualifications** (onshore students)
- ☐ Provided **statement of purpose of study** giving the reasons for undertaking intended course
- ☐ Provided signed **Financial Declaration form** by the student and the agent. Offshore students must submit **certified true copy** of the **bank account balance** or **funding sources** such as bank loan letter or Australian sponsor funding source detail support letter

Please note that Australian Global College cannot issue any offer letter without the above documents.

Confirmation of Enrolment (CoE) may only be issued if the following documents have been submitted:

- ☐ Evidence of minimum payment – receipt from bank
- ☐ Signed Student Agreement to confirm acceptance an enrolment offer with agree term and condition which attached to the offer letter

All non-English documents must be translated to English and are to be emailed to: info@agc.edu.au or sent to **Level 1 / 127 Castlereagh Street Liverpool NSW 2170 Australia.**

Privacy Notice and Student Declaration and Consent

PRIVACY NOTICE

Under the *Data Provision Requirements 2012*, **Australian Global College** 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 **Australian Global College** for statistical, regulatory and research purposes. **Australian Global College** 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).

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.

I acknowledge that I have read and understood AGC's Student Handbook, Student Written Agreement, course details and requirements, details on ESOS framework, fees payable and refund policy including an explanation of what will occur, if for some unforeseen reason the course is not attended and/or delivered. I also give permission for AGC to apply for my Unique Student Identifier (USI) if I do not have one. I declare that all information provided in this application are correct and failure to provide correct information or documentation in relations to this application will result in termination of enrolment.

STUDENT PRINTED NAME:.....

STUDENT SIGNATURE [or electronic acknowledgement] DATE

PARENT/GUARDIAN PRINTED NAME:.....

PARENT/GUARDIAN SIGNATURE [or electronic acknowledgement]* DATE

**Parental/guardian consent is required for all students under the age of 18.*

OFFICE USE ONLY	Received by	
	Position	
	Signature	
	Date: ____/____/____	