APPLICATION FOR ENROLMENT

Personal Details

First Name | Date of Birth | Gender ☐ M ☐ F ☐ Other

Middle Name | Nationality as per Passport

Last Name | Are you a Permanent Resident? ☐ Yes ☐ No

Email | Visa status | Subclass

Country of Birth | Visa expire date:

Australian Contact Details (if applicable)

Building/Property Name | Flat/Unit Details | Street Number

Suburb, Locality or Town | State/Territory | Postcode

Email

Mobile Phone | Home Phone | Work Phone

Home Country Contact Details

Building/Property Name | Flat/Unit Details | Street Number

Suburb, Locality or Town | State/Territory | Postcode

Email | Mobile Phone | Home Phone

Person to Contact in an Emergency

Name | Relation

Mobile Phone | Home Phone | Email

Building/Property Name | Flat/Unit Details | Street Number

Suburb, Locality or Town | State/Territory | Postcode

Language and cultural diversity

Which country were you born in? | Language spoken at home

Are you of Aboriginal or Torres Strait origin? ☐ Yes ☐ No If yes, which? ☐ Aboriginal ☐ Torres Strait ☐

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RTO No: 91707 CRICOS: 03208D ABN 94 134 836 454

Impairment and disability

Do you consider yourself to have a disability, impairment or long term condition?

If yes, please indicate the areas of disability, impairment or long term condition and clarify accordingly?

☐ Hearing/Deaf ☐ Learning ☐ Vision ☐ Physical

☐ Medical Condition ☐ Intellectual ☐ Acquired Brain Impairment ☐ Mental Illness

☐ Other (Please specify) _____

Would you like to receive advice on support services, equipment and facilities which may assist you? ☐ Yes ☐ No

How well do you speak English? ☐ Very well ☐ Well ☐ Not Well ☐ Not at all

Have you ever taken an official English language test? ☐ Yes ☐ No

Test Name _____ Overall Result _____ Month and year taken ___ / ___

In a short response or bullets points provide an explanation on the benefits of undertaking this course?

The RTO is committed to provide you with quality educational support services. We would like to know more about you to ensure our support services will meet your needs and expectations. Please respond to the following questions:

I CAN INDEPENDENTLY	***YES***	***NO***
Find information I am looking for when reading articles, books, internet content, or training material	☐	☐
Interpret information from different sources	☐	☐
Write in sentences and paragraphs to express factual information and complex ideas	☐	☐
Proofread and edit my writing	☐	☐
Communicate with team members clearly	☐	☐
Send emails	☐	☐
Write a staff memo	☐	☐
Use internet to obtain information	☐	☐
Use a calculator	☐	☐
Takes notes when listening	☐	☐
Give instructions to a group	☐	☐
Write an agenda for a meeting	☐	☐
Plan work tasks to organise my work	☐	☐
Write a report on my own	☐	☐
Follow written procedures and/or instructions	☐	☐

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Schooling

What is your highest COMPLETED school level? (Tick ONE box only)

☐ Year 12 or equivalent ☐ Year 11 or equivalent ☐ Year 10 or equivalent ☐ Year 9 or equivalent

☐ Year 8 or below ☐ Never attended school ☐ Other (Please specify) _____

In which YEAR did you complete that school level? _____ Are you still attending secondary school? ☐ Yes ☐ No

Previous qualifications achieved

Have you completed any of the following qualifications? ☐ Yes ☐ No

If YES, then tick ANY applicable boxes

☐ Bachelor degree or higher degree
☐ Advanced diploma or associate degree
☐ Diploma (or associate diploma)
☐ Certificate IV (or advanced certificate/technician)
☐ Certificate III (or trade certificate)
☐ Certificate II
☐ Certificate I
☐ Certificates other than the above

Have you ever enrolled elsewhere in a course the same as the one you are applying for now? Or have you been employed in the area covered by the course applied for? ☐ Yes ☐ No

Employment

Of the following categories, which BEST describes your current employment status? (Tick ONE box only)

☐ Full-time employee
☐ Part-time employee
☐ Self employed – not employing others
☐ Employer
☐ Employed – unpaid worker in a family business
☐ Employed – unpaid worker in a family business
☐ Unemployed – seeking full-time work
☐ Unemployed – seeking part-time work
☐ Not employed – not seeking employment

Study reason

Of the following categories, which BEST describes your main reason for undertaking this course/traineeship/apprenticeship? (Tick ONE box only)

☐ To get a job
☐ To develop my existing business
☐ To start my own business
☐ To try for a different career
☐ To get a better job or promotion
☐ It was a requirement of my job
☐ I wanted extra skills for my job
☐ To get into another course of study
☐ For personal interest or self-development
☐ Other reasons

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Unique Student Identifier (USI)

From 1 January 2015, George Brown College can be prevented from issuing you with a nationally recognised VET qualification or statement of attainment when you complete your course if you do not have a Unique Student Identifier (USI). If you have not yet obtained a USI you can apply for it directly at http://www.usi.gov.au/create-your-USI/ on computer or mobile device.

Enter your Unique Student identifier (USI) (if you already have one)

☐☐☐☐☐☐☐☐☐☐

Additional services

(Please refer to our website for additional services charges and refund policy of third party)

Do you have OSHC at the moment? ☐ Yes ☐ No

If yes, when does it expire? _____ Membership number _____

Insurer: _____

Would you like college to arrange OSHC for you - NIB? ☐ Yes ☐ No

What type of cover do you require? ☐ Single ☐ Couple (partner) ☐ Family (parent/child)

Do you require airport pick-up? ☐ Yes ☐ No

Do you require college to arrange accommodation for you? ☐ Yes ☐ No

(If YES, please complete Homestay Application Form available on our website)

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PLEASE CHOOSE YOUR COURSE

	QUALIFICATION	DURATION
LEADERSHIP AND MANAGEMENT	BSB42015 Certificate IV in Leadership and Management	52 weeks
	BSB51918 Diploma of Leadership and Management	52 weeks
	BSB61015 Advanced Diploma of Leadership and Management	104 weeks
MARKETING AND COMMUNICATIONS	BSB42415 Certificate IV in Marketing and Communications	52 weeks
	BSB52415 Diploma of Marketing & Communications	52 weeks
	BSB61315 Advanced Diploma of Marketing & Communications	104 weeks
HUMAN RESOURCES	BSB41015 Certificate IV in Human Resources	52 weeks
	BSB50618 Diploma of Human Resources	52 weeks
	BSB60915 Advanced Diploma of Management (HumanResources)*	75 weeks
BUSINESS	BSB30115 Certificate III in Business	52 weeks
PROJECT MANAGEMENT	BSB51415 Diploma of Project Management	52 weeks

INTAKE DATES

PLEASE CHOOSE YOUR START DATE

- ☐ January 2019 ☐ April 2019
- ☐ July 2019 ☐ October 2019
- ☐ January 2021 ☐ April 2021
- ☐ July 2021 ☐ October 2021
- ☐ January 2020 ☐ April 2020
- ☐ July 2020 ☐ October 2020
- ☐ January 2022 ☐ April 2022
- ☐ July 2022 ☐ October 2022

Mid Term intake .....

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CREDIT TRANSFER / RECOGNITION OF PRIOR LEARNING (RPL)

Are you applying for credit transfer/recognition of prior learning? ⬚ Yes ⬚ No

*If yes, please complete and attach the '**Application for RPL or credit transfer**' form available on GBC website and GBC Student Services along with relevant evidences.*

FINAL CHECKLIST

ALL FORMS SHOULD BE ACCOMPANIED WITH FOLLOWING DOCUMENTS

- ⬚ Passport
- ⬚ Proof of meeting English entry level
- ⬚ Proof of meeting Academic Entry Level
- ⬚ Enclose a non-refundable AUD$200 Application Fee paid confirmation to George Brown College
- ⬚ All sections of the Application Form are completed, signed and dated where indicated.

DECLARATION

I acknowledge the information given on this form is true and correct. I also agree that this is an application only to study at George Brown Colege (i.e. there is no guarantee of a place), and, if an offer is made to me my acceptance is subject to the term and conditions set out in the Letter of Offer.

Student Signature

Date

*Please send you Application Form and documents to George Brown College by email to **admissions@georgebrown.nsw.edu.au** or post at the College's postal address.*

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APPLICATION FOR UNIQUE STUDENT IDENTIFIER (USI)

If you would like George Brown College to apply for a USI on your behalf you must authorise us to do so and declare that you have read the privacy information at https://www.usi.gov.au/documents/privacynotice-when-rto-applies-their-behalf. You must also provide some additional information as noted at the end of this form so that we can apply for a USI on your behalf.

I [NAME] _____ authorise George Brown College pursuant to sub-section 9(2) of the Student Identifiers Act 2014, for a USI on my behalf. I have read and I consent to the collection, use and disclosure of my personal information (which may include sensitive information) pursuant to the information detailed at https://www.usi.gov.au/documents/privacy-notice-when-rto-applies-their-behalf, and NCVER policies, procedures and protocols published on NCVER's website at www.ncver.edu.au

Town/City of Birth _____

(please write the name of the Australian or overseas town or city where you were born). We will also need to verify your identity to create your USI. Please provide details for one of the forms of identity below (numbered 1 to 7). Please ensure that the name written in 'Personal Details' section is exactly the same as written in the document you provide below.

1. Australian Driver's Licence

State: _____ Licence Number: _____

2. Medicare Card

Medicare card number _____

Individual reference number (next to your name on Medicare card): _____

Card colour: (select which applies) _____

Green Expiry date _____ (month/year)

Yellow Blue Expiry date _____ (month/year)

3. Australian Passport

Passport number _____

4. Non-Australian Passport (with Australian Visa)

Passport number _____ Country of issue _____

5. Immicard

Immicard Number _____

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6. Citizenship Certificate

Stock number ☐ Acquisition date ☐

7. Certificate of Registration by Descent

Acquisition date ☐

Please note Information is collected on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2007; to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007. Information collected about you on this form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Assurance Scheme and the ESOS Assurance Fund Manager. In other instances, information collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law."

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