

## APPLICATION FOR ADMISSION - 2011

SECTION 1	DETAILS OF APPLICANT		
TITLE	<input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Other		
FAMILY NAME			
FIRST NAME			
OTHER NAMES			
DATE OF BIRTH		GENDER (circle)	Male / Female
SECTION 2	CONTACT DETAILS		
ADDRESS: HOME COUNTRY	_____ (Number and street name)		
	_____ (Suburb/City)		
	_____ (State/province)		
	_____	_____	
	(Country)	(Area code)	
MAILING ADDRESS (If your mailing address is the same as your home address, please write "Same as above")	_____ (PO Box number)		
	_____ (Suburb/City)		
	_____ (State/province)		
	_____	_____	
	(Country)	(Area code)	
HOME TELEPHONE NUMBER			
WORK/MOBILE NUMBER			
EMAIL ADDRESS			
SECTION 3	CITIZENSHIP AND RESIDENCY STATUS		
COUNTRY OF BIRTH		CITIZENSHIP	
PASSPORT NUMBER			
ARE YOU CURRENTLY LIVING IN AUSTRALIA?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
<i>If no, which country are you applying from?</i>	_____		
ARE YOU A PERMANENT RESIDENT OF AUSTRALIA?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If 'Yes', go straight to Section 4, Program Information</i>		
DO YOU HOLD A CURRENT AUSTRALIAN VISA?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If 'No', go straight to Section 4, Program Information</i>		
IF YES, PLEASE PROVIDE DETAILS	_____ (Visa number)		
	_____ (Expiry date)		
	<input type="checkbox"/> Student <input type="checkbox"/> Visitor <input type="checkbox"/> Spouse <input type="checkbox"/> Other _____ (Please specify)		
ARE YOU CURRENTLY COVERED BY OVERSEAS STUDENT HEALTH CARE COVER (OSHC)?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<i>If 'No', VSA will arrange for cover and charge the relevant fee.</i>		
IF YES, PLEASE PROVIDE DETAILS	_____ (Policy number)		
	_____ (Expiry date)		

SECTION 4		PROGRAM INFORMATION	
<i>(Refer to VSA website for details of programs offered and starting dates in 2011)</i>			
PROGRAM NAME (indicate selection with an 'X')		INTAKE MONTH	
<input type="checkbox"/>	AUR30405 Certificate III in Automotive Mechanical Technology		
<input type="checkbox"/>	FDF30510 Certificate III in Retail Baking (Cake and Pastry)		
<input type="checkbox"/>	FDF30610 Certificate III in Retail Baking (Bread)		
<input type="checkbox"/>	FDF30710 Certificate III in Retail Baking (Combined)		
<input type="checkbox"/>	HLT43707 Certificate IV in Optical Technology		
<input type="checkbox"/>	HLT43507 Certificate IV in Optical Dispensing		
<input type="checkbox"/>	ICA30105 Certificate III in Information Technology		
<input type="checkbox"/>	BSB51107 Diploma of Management		
<input type="checkbox"/>	BSB60407 Advanced Diploma of Management		
<input type="checkbox"/>	ICA50305 Diploma in Information Technology (Systems Administration)		
<input type="checkbox"/>	SIT50307 Diploma of Hospitality		
SECTION 5		QUALIFICATIONS AND WORK EXPERIENCE	
PREVIOUS STUDY DETAILS	Year of completion	Name of award	Name of institution
WORK EXPERIENCE	Name and contact details of employer	Details of work experience relevant to your planned program of study	
SECTION 6		ENGLISH LANGUAGE PROFICIENCY	
ENGLISH SKILL	Is English your first language? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If 'Yes', go straight to Section 7, Program Information</i>		
ENGLISH STUDIES	Are you planning to enrol, or are you enrolled in English language studies? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, provide details:</i> _____ (Date of completion)      _____ (Institution)		
ENGLISH TEST SCORE			
TEST NAME			
TEST DATE			
TEST REPORT FORM NUMBER			
RESULT			

<b>SECTION 7</b>	<b>OPTIONAL SERVICES (circle appropriate option)</b>
<b>#Overseas Students Health Cover</b>	<b>Yes (if yes, circle single or family) No (if No, please provide copy)</b>
	<b>Single          family</b>
<b>*Airport pick up</b>	<b>Yes                          No</b>
<b>*Accommodation facilitation</b>	<b>Yes                          No</b>
<b>SECTION 8</b>	<b>DOCUMENTARY EVIDENCE</b>
<b>The following documents MUST be included when you submit your application.</b>	
<input type="checkbox"/>	Certified copy of Academic Statement of results
<input type="checkbox"/>	Certified copy of English Language Test Score (IELTS, TOEFL, TOEIC)
<input type="checkbox"/>	Certified copy of your passport and current Australian visa (if applicable)
<input type="checkbox"/>	Curriculum Vitae, including references and statement/s of duty for previous work experience
<b>SECTION 9</b>	<b>TERMS AND CONDITIONS OF ENROLMENT</b>
<i>I UNDERSTAND AND AGREE TO THE FOLLOWING:</i>	
<ul style="list-style-type: none"> <li>– I authorise the Vocational Studies - Australia to obtain information concerning my academic record from any school, university or other institution attended by me</li> <li>– I agree to inform Vocational Studies - Australia within 7 days should I be excluded, suspended or expelled from any tertiary institution during the period of my enrolment at Vocational Studies – Australia</li> <li>– I consent to the collection, storage and disclosure of information concerning any acts of record falsification or other irregular acts in relation to my academic record</li> <li>– I acknowledge that Vocational Studies - Australia may vary or reverse any decision made on the basis of incorrect or incomplete information supplied by me</li> <li>– I authorise Vocational Studies - Australia to obtain information concerning my status required under the Higher Education Support Act 2003 (HESA)</li> <li>– I acknowledge that Vocational Studies - Australia may vary or reverse any decision made on the basis of such information once obtained</li> <li>– Vocational Studies - Australia reserves the right to discontinue or alter any program, course/subject, fee, admission requirement, staffing or other arrangement without prior notice</li> <li>– I acknowledge that information disclosed in this application will be made available to Australian Government and State agencies, under the ESOS Act 2000, ESOS Regulations 2001 and the National Code 2007</li> <li>– I give Vocational Studies – Australia permission to check my visa status using the Department of Immigration and Citizenship’s (DIAC) VEVO system</li> <li>– I have been advised that Vocational Studies - Australia strongly discourages any additional payments made directly to the education agent by me other than the official Vocational Studies - Australia tuition fee, service fee and OSHC. Therefore any additional payments made by me are solely my responsibility (Vocational Studies - Australia does not take any responsibility in relation to any additional payment)</li> <li>– I acknowledge that I am aware of, and agree to, the Vocational Studies - Australia service fee of AUD\$500 per semester which includes, resources, tools and book fee and that this fee is payable prior to the Confirmation of Enrolment being issued.</li> </ul> <p><b>* Quote will be provided for your approval. Itinerary have to be sent to our contact email at least 7 days before your arrival. Securing an accommodation could take anywhere from 4 weeks to 12 weeks. Accommodation facilitation does not include your rental bond of 4 weeks rent and 2 weeks advance rent required by landlord. Rental contract could be of minimum 6 months to 12 month period. VSA will not be responsible for your commitment neither will be a guarantor. The full and sole responsibility will be yours only</b></p>	
<p><b>#Overseas Students Health Contribution: As per your visa conditions, OSHC is mandatory for entire duration of the VISA been sought (please check with DIAC) . OSHC is compulsory and must be current at all times for both the student and any accompanying family members while they are in Australia. A copy must be made available to your education provider. You must provide a copy of a <b>current</b> health insurance policy 7 days prior to your first entry into Australia. Students are responsible for renewing their healthcare cover and must provide a copy of a policy renewal to Vocational Studies-Australia at least 7 days prior to the expiration date of any policy. It is advisable to secure OSHC cover 8 weeks over and above your course duration.</b></p> <p>Should a student fail to notify Vocational Studies-Australia of their current policy details in accordance with the above, the College reserves the right to register a student and charge the relevant fee to the student.</p>	

**SECTION 10****REFUND CONDITIONS****REFUNDS WILL ONLY BE GIVEN IN ACCORDANCE WITH THE CONDITIONS OUTLINED IN THE CURRENT STUDENT HANDBOOK**

A full list of refund conditions can be found in the Student Handbook which is available through the VSA website.

*This agreement, and the availability of complaints and appeals processes, does not remove the right of the student to take action under Australia's Consumer protection laws*

**STUDENT DECLARATION**

I have read, understood and agree to abide by Vocational Studies – Australia Terms and Conditions of Enrolment, including Refund Conditions as outlined in the Student Handbook and all other section of the handbook.

\_\_\_\_\_  
(Student Name)

\_\_\_\_\_  
(Parent/Guardian Name)

\_\_\_\_\_  
(Student signature)

\_\_\_\_\_  
(Parent/Guardian signature)

\_\_\_\_\_  
(Agent Name)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Agent Signature)

**LODGING INSTRUCTIONS  
STUDENT ADMINISTRATION CENTRE**

Vocational Studies – Australia  
13/2120 Logan Road  
Upper Mt Gravatt 4122  
Queensland  
Australia  
Email: [dispensing@optusnet.com.au](mailto:dispensing@optusnet.com.au)  
Phone: + 61 7 3349 6551  
Mobile: +61 415 414 845  
Fax: +61 7 3422 2755