Application Form – International Students

Personal Details	
Title	❏ Mr ❏ Mrs ❏ Ms ❏ Dr ❏ other _____
Given name: (Legal given name)	
Surname: (Legal family name)	

Date of birth:	D D / M M / Y Y Y Y	Nationality	As per the passport

Sex:	❏ Male ❏ Female ❏ Indeterminate / Intersex / unspecified)

Passport number		Country of issue	
Do you hold any Australian visa	❏ If Yes, Visa Sub class _____		❏ No
Marital status		No of dependents	

Contact Details			
Home phone		Work Phone	
Mobile		email	

Permanent Address in your home country	Address Line 1			
	Address Line 2			
	City		State	
	Post Code		Country	

Australian Address (If known)	Address Line 1			
	Address Line 2			
	City		State	
	Post Code		Country	

Postal Address	Use my ❏ Home country address ❏ Australian address, If different from above			
	Address Line 1			
	Address Line 2			
	City		State	
	Post Code		Country	

Next of Kin Details (Emergency contact Details)			
Name		Relationship	
Contact No		email	
Address			

Education Access (Australia) Pty Ltd
ABN No. 45 101 976 596
CRICOS ID: 02450B | RTO ID: 21265

Application Form International Students
Version: Feb 2018
Page 1 of 5

Please tick the course(s) you wish to enrol   Preferred 1st Course Start Date: _____/_____/_____

Faculty of Hospitality		
☐ SIT30816 Certificate III in Commercial Cookery	☐	SIT31016 Certificate III in Patisserie
☐ SIT40516 Certificate IV in Commercial Cookery	☐	SIT40716 Certificate IV in Patisserie
☐ SIT50416 Diploma of Hospitality Management	☐	SIT60316 Advanced Diploma of Hospitality Management

Faculty of Engineering		
☐ MEM30305 Certificate III in Engineering – Fabrication Trade	☐	AUR40216 Certificate IV in Automotive Mechanical Diagnosis
☐ AUR30616 Certificate III in Light Vehicle Mechanical Technology	☐	AUR50216 Diploma of Automotive Technology
☐ AUR30316 Certificate III in Automotive Electrical Technology		

Faculty of Business & Commerce		
☐ BSB40215 Certificate IV in Business	☐	BSB60215 Advanced Diploma of Business
☐ BSB50215 Diploma of Business	☐	BSB61015 Advanced Diploma of Leadership and Management
☐ BSB51915 Diploma of Leadership and Management		

Faculty of English		
☐ 22250VIC Certificate I in EAL (Access)	☐	22251VIC Certificate II in EAL (Access)
☐ 22253VIC Certificate III in EAL (Access)	☐	22256VIC Certificate IV in EAL (Access)

Language and Cultural Diversity

Do you speak a language other than English at home?

☐ No, English Only   ☐ Yes, other – please specify: _____

If Yes, how well do you speak English?   ☐ Very well   ☐ Well   ☐ Not well   ☐ Not at all

Have you undertaken any English Exam in the last twelve months or completed any English Course?

☐ No   ☐ Completed English Exam; Examination Name: _____ Score: _____

☐ Completed an English Course; Course Name: _____

Are you of Aboriginal or Torres Strait Islander origin?

(For persons of both Aboriginal and Torres Strait Islander origin, mark both "Yes" boxes)

☐   ☐   ☐

No   Yes, Aboriginal   Yes, Torres Strait Island

Disability

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

☐ No   ☐ Yes

If Yes, please specify the areas of disability, impairment or long-term condition. You may indicate more than one area. Please attach documentation describing your disability, impairment or long-term condition in more detail.

☐ Hearing/Deaf   ☐ Intellectual   ☐ Mental Illness   ☐ Medical condition

☐ Physical   ☐ Learning   ☐ Vision   ☐ Acquired brain impairment

☐ Others

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Application Form International Students
Version: Feb 2018
Page 2 of 5

Schooling

Are you still attending secondary school? ☐ Yes ☐ No

What is your highest COMPLETED school level?

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

☐ Year 9 or equivalent ☐ Year 8 or below ☐ Never attended school

In which YEAR did you complete that school level? _____

Previous Qualification achieved

Have you SUCCESSFULLY completed any of the following qualification below?

☐ No ☐ Yes

If Yes, please enter one of these Prior Education Achievement Identifiers.

(If you have multiple Prior Education Achievement Recognition for any one qualification, use the following priority order to determine which identifier to use; **A** – Australian, **E** – Australian Equivalent, **I** – International)

A	E	I	Qualification	A	E	I	Qualification
☐	☐	☐	Bachelor Degree or Higher degree	☐	☐	☐	Certificate III (or Trade Certificate)
☐	☐	☐	Advanced Diploma or Associate degree	☐	☐	☐	Certificate II
☐	☐	☐	Diploma (or Associate Diploma)	☐	☐	☐	Certificate I
☐	☐	☐	Certificate IV (or Advanced Certificate / Technician)	☐	☐	☐	Certificates other than above

Study Reason

Of the following categories, which BEST describes your main reason for undertaking this program? (Tick one box only)

☐ To get a job ☐ To develop my existing business ☐ To start my own business

☐ To try for a different carer ☐ 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

Employment

Of the following categories, which BEST describes your current employment status?

☐ Full-time employee ☐ Part-time employee ☐ Self-employed – not employing others

☐ Employer ☐ Employed- unpaid worker in a family business ☐ Unemployed –seeking full time employment

☐ Unemployed – seeking part time employment ☐ Not employed – not seeking employment

Which of the following classifications BEST describes your current or recent occupation? (Tick one box only)

☐ Managers ☐ Professionals ☐ Technicians and Trade Works

☐ Community and Personal Service workers ☐ Clerical and administrative workers ☐ Sales Workers

☐ Machinery operators and Drivers ☐ Labourers ☐ Others

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ABN No. 45 101 976 596
CRICOS ID: 02450B | RTO ID: 21265

Application Form International Students
Version: Feb 2018
Page 3 of 5

If employed, which of the following classifications BEST describes your industry of your current or previous Employment?

- ☐ Agriculture, Forestry and Fishing
- ☐ Mining
- ☐ Manufacturing
- ☐ Electricity, Gas, Water and Waste Services
- ☐ Construction
- ☐ Wholesale Trade
- ☐ Retail Trade
- ☐ Accommodation and Food Services
- ☐ Transport, Postal and Warehousing
- ☐ Information Media and telecommunications
- ☐ Financial and Insurance Services
- ☐ Rental, Hiring and real Estate Services
- ☐ Professional, Scientific and Technical Services
- ☐ Administrative and Support Services
- ☐ Public Administration and Safety
- ☐ Education and Training
- ☐ Health Care and Social Assistance
- ☐ Arts and recreation Services
- ☐ Other Services

RPL / Credit Transfer

Are you seeking for recognition of prior learning (RPL) or credit transfer (CT)? ☐ No ☐ Yes

If you have ticked the box above indicating you are applying for CT or RPL, please fill Credit Transfer or RPL Application form available on our website and send to us together with this form. One of our Academic staff will contact you if we need further information or documents.

Extra Services

Do you require accommodation?

YES ☐ NO ☐

Do you require airport pick-up?

YES ☐ NO ☐

Applicant's Declaration

I [NAME] ………………………………………………………………………………………………

1. Read and understood EAA's student prospectus, website, marketing material, and received full information from EAA's Education Agent (in case of enrolment through education agent) before making the decision to enrol in the course.
2. Understand that the institute also reserves the right to vary courses, subjects, the mode of delivery, assessment and admission requirements at any time at its discretion
3. Read and understood the RTO's policies on "Student Fee and Refund Policy", "Complaints and Appeals Policy", "Assessment Policy", "Transfer Between Registered Provider Policy" and other policies that are published on the institute website, prospectus and student's handbook.
4. Understand that the institute is required to submit data sourced from this enrolment form and the training data to the national VET administrative collection as a regulatory reporting requirement.
5. I further understand that the institute, as an education provider, is required to provide information about my enrolment to the Department of Immigration and Border Protection (DIBP) upon request
6. Understand that the information contained on my application form may be used by the institute or Government departments and agencies, VET regulators and authorised VET related bodies and their contractors for administrative, regulatory and/or research purposes.
7. Understand that the RTO and the regulatory departments may disclose VET data, including personal information, to its contractors, other government agencies, professional bodies and/or other organisations for VET-related purposes. This includes disclosure of student enrolment and training data to the Commonwealth and the National Centre for Vocational Education Research (NCVER) as necessary and where lawful,
8. Authorise the institute to check my visa status on VEVO and IELTS result on IELTS Test Report Form verification service (If IELTS score is provided)
9. Declare that the information I have provided in this application form and all supporting documentation submitted together is correct and complete. I am aware that, providing false, misleading or incomplete information may lead to cancellation of my enrolment or the withdrawal of any offer made by the institute at any stage.

Education Access (Australia) Pty Ltd
ABN No. 45 101 976 596
CRICOS ID: 02450B | RTO ID: 21265

Application Form International Students
Version: Feb 2018
Page 4 of 5

10. I further understand that the institute reserves the right to inform other RTOs or tertiary institutions and regulatory agencies if any of the material presented to support my application is found to be false or fraudulent.

Applicant's Signature _____   Date _____

(Must be signed by a Parent or Legal Guardian if the applicant is under 18 years of age at time of application)

Parent / Legal guardian Signature _____   Date _____

Agent Use only	
As an approved agent of EAA, I am certifying that I have verified all the original documents of the student. Agent Representative Signature: _____	Agent Stamp:

Completed Application along with Copies of the following essential documents can be mailed, emailed, faxed or hand delivered to:

International Admissions Officer
Education Access Australia
480 Elizabeth Street
Melbourne,
Victoria 3000, Australia
Email: admissions@eaa.edu.au

Documents to be attached with the Application for Enrolment (Certified and/or verified)

(Documents not in English must be translated)

☐   Passport bio-data pages
☐   IELTS (or other English Language test) Results (if applicable)
☐   Birth Certificate
☐   Evidence of highest academic qualifications

☐   Related work experience, if any
☐   Agent's initial interview checklist if applicable.
☐   Copy of current Australian Visa, if applicable
☐   Copy of USI Number

Office Use Only

Date Application Received:		Received By:	

Decision on Application (please *tick* one)

☐ Accepted   ☐ Rejected

Signature:	
Name:	

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CRICOS ID: 02450B | RTO ID: 21265

Application Form International Students
Version: Feb 2018
Page 5 of 5