

# Application Form (F1)

Application for Enrolment as an International Student at William Angliss Institute. No Application Fee Payable

## Instructions:

- Carefully read the William Angliss Institute (the Institute) Course and Information Guide for International Students 2011
- Complete all sections in CAPITAL letters
- Detach this form and send to:  
**The Manager,  
International Education Office,  
William Angliss Institute,  
555 La Trobe Street,  
Melbourne 3000, Australia**  
Facsimile: (+61) 3 9670 9348  
Email: international@angliss.edu.au
- Enclose one set of supporting documents with this application:
  - Certified Academic Transcripts;
  - Certified Graduation Certificates;
  - Evidence of English language proficiency;
  - Certified copy of the biodata page of your passport and Australian visa (where applicable);
  - Recent passport sized photograph.
  - Certified copies of course outlines and subject descriptors if you are applying for recognition of prior learning for any units in the course you are applying for.
- All documents must be certified by a recognised authority eg. school, university, or an Institute representative.
- Where necessary, provide official certified English translations.
- This application is the property of the Institute. Supporting documentation will NOT be returned.

## Notes

- Your application cannot be processed unless full documentation is attached.
- If you obtain Australian permanent residency at any stage of the application process, you must advise the Institute immediately.
- It is your responsibility to advise the Institute of any change of address prior to enrolment at the Institute.
- The information in this application form is correct as of June 2010, however course information for the Institute is subject to change. Admission to any particular course is not guaranteed, and should be assessed in accordance with procedures specified by William Angliss Institute.
- You should always check with a course adviser or Institute accredited education agent or representative when planning your course. Visit the Institute website for the most up-to-date information about courses, entry requirements, fees and destination degrees.

## Application Details

Are you a currently enrolled Institute student?  Yes  No

If yes, please provide Institute ID number:

Have you previously applied to the Institute?  Yes  No

### Part 1: Personal Details

Title:  Mr  Mrs  Ms  Dr  Other

Family name (as in passport):

Given name(s):

Date of Birth:  /  /

Current Age:

Citizenship (as in passport):

English name (if you use one):

Sex:  Male  Female

First language:

Country of birth (as in passport):

### Home address in home country

Address:

Province:

Country:

Postcode:

Home address valid from:  /  /   
to:  /  /

Telephone:

Mobile Telephone:

Fax:

Email (mandatory):

### Home address in Australia

Address:

Suburb:

Country:

Postcode:

Home address valid from:  /  /   
to:  /  /

Telephone:

Mobile Telephone:

Fax:

Email (mandatory):

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**Part 2: Guardianship** (please complete this section if you will be under 18 years of age at the time of enrolment)

Name of your parent/guardian:

Parent/guardian's business telephone (include country code):

Parent/guardian's business fax (include country code):

Parent/guardian's email address (if available):

Signature of parent/guardian:  Date:  /  /

Date when you turn 18 years of age:  /  /

**Part 3: Visa-related Information**

Passport Number:  Expiry date:  /  /

Are you currently in Australia?  Yes  No **If no, please go to Part 4.**

**If yes, state your visa type (eg student, tourist, etc) visa subclass number and expiry date:**

Visa Type:  Subclass No:  Exp. Date:  /  /

Have you applied to become a permanent resident of Australia?  Yes  No

If yes, date of application:  /  /

**Part 4: Institute Course Preference**

CRICOS Code:  Course Title:  Start Date:  /

**Further Studies**

Do you intend to study for a degree at William Angliss Institute after your studies at the Institute? (please tick)  Yes  No

If 'Yes' which Course?

CRICOS Code:  Course Title:  Start Date:  /

**Part 5: Highest Level of Education Completed**

Please provide details and documentation of your highest secondary and any post secondary school results, either completed or pending, including an explanation of the grading system.

**Secondary studies**

Name of qualification:	Institution:	Country/State:	Date of commencement: DD / MM / YYYY	Date completed DD / MM / YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Post-secondary studies**

Both complete and incomplete studies must be listed below. Submit official statements for all studies including failures (if any).

Name of qualification:	Institution:	Country/State:	Date of commencement: DD / MM / YYYY	Date completed DD / MM / YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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**Part 6: Summary of Work Experience (if Relevant) (Certified Documentary Evidence Required)**

Employer	Position	Duties	Country/State	Start Date DD / MM / YYYY	Finish Date DD / MM / YYYY
		- - - -			
		- - - -			
		- - - -			

**Part 7: English Language Proficiency**

Please tick the appropriate box and attach your results.

- English is your first language
- English was the language of instruction in your secondary/tertiary studies  
(Documentary evidence must be provided if institution is located in a non-English speaking country)
- I have completed an approved English language test (complete the details below)
  - IELTS test score (attach evidence): Date taken: DD / MM / YYYY
  - TOEFL Date taken: DD / MM / YYYY
  - Other English test score (attach evidence): Date taken: DD / MM / YYYY

Result (if known) Overall:  Listening:  Reading:  Writing/TWE/ER:  Speaking:

- I have not yet completed an approved English language test. I intend to complete the following test on the date specified below (complete the details below)
  - IELTS test Date to be taken: DD / MM / YYYY
  - TOEFL Date to be taken: DD / MM / YYYY
  - Other English test Date to be taken: DD / MM / YYYY

Please note, IELTS is the only English proficiency test accepted by the Australian Government for visa applications from certain countries. Test must be taken within 2 years of course commencement.

- Completed English course in Australia (attach evidence)
 

Name of English language course:  Name of English language centre:

Start date: DD / MM / YYYY Completion date: DD / MM / YYYY
- Currently enrolled in English course in Australia (attach evidence)
 

Name of English language course:  Name of English language centre:

Start date: DD / MM / YYYY Finish date: DD / MM / YYYY
- Do you intend to complete an English language course before your studies at the Institute?  Yes  No
 

If 'Yes' provide details of English language course and English language centre.

Name of English language course:  Name of English language centre:

Start date: DD / MM / YYYY Finish date: DD / MM / YYYY

**RPL**

Are you seeking recognition of prior learning? (please tick)  Yes  No  
(If you ticked 'yes' you will need to provide certified copies of academic transcripts, course outlines and subject descriptors for each subject or unit you are seeking recognition for).

**Disability**

Do you have a disability, impairment or long-term medical condition which may affect your studies?  Yes  No  
If 'Yes', please provide details: (This information is for support services only and will not affect the outcome of your application)

## Application Form (F1) Continued

### Part 8: Declaration by Applicant

**I declare that** I have read the Institute Course and Information Guide for International Students 2010 and the instructions on this application form and that the information provided by me is true and correct. I understand and acknowledge that I have received information about:

1. the minimum level of English language proficiency required for acceptance into my preferred course/s;
2. the minimum educational qualifications and/or work experience required for acceptance into my preferred course/s;
3. the structure, course content, student progress requirements, duration, subject choices, modes of study and assessment methods for my preferred course/s;
4. the qualifications obtained at the end of my preferred course/s;
5. what course credit may be available for my preferred course/s;
6. applying for recognition of prior learning (RPL), including when RPL applications must be received by the institute and how this will affect my course duration and course fees;
7. the campus locations, facilities, equipment and learning and library resources available at the Institute for my preferred course/s;
8. details of arrangements with other registered providers, persons or businesses to provide the course or part of my preferred course/s
9. the course related fees payable for my preferred course/s and the applicable Refund Policy of the Institute;
10. withdrawing from courses, deferring and cancelling my enrolment from my preferred course/s ;
11. the ESOS framework; and
12. living in Australia, including:
  - 12.1 indicative costs of living;
  - 12.2 accommodation options;
  - 12.3 the need for school aged dependants to be enrolled in a school and pay fees for their education.

**I acknowledge that the Institute reserves the right to:**

1. vary or reverse any decision regarding admission or enrolment made on the basis of incorrect, fraudulent or incomplete information; and
2. discontinue or alter any course, subject, fee, admission requirement, staffing or other arrangements without prior notice.

I understand, acknowledge and agree to:

1. information provided by me being made available to Australian and State Government agencies pursuant to obligations under ESOS Act 2000 and the National Code 2007;
2. make timely payments of any fees or associated costs for which I am liable. I have the necessary financial capacity to meet all such costs for the duration of my course.
3. I hereby give permission to William Angliss Institute to see and access all the details of my current visa through the Visa Entitlement Verification Online (VEVO) system.

**I recognise that** it is my responsibility to provide all necessary documentation to support my application and I authorise the Institute to obtain further relevant documentation where necessary including information from the Institute's accredited education agent or representative.

(Please complete this section if you are using an Institute accredited education agent or representative)

Business name, address and contact name of accredited agent:

Business telephone (include country code): ( )

Business fax (include country code): ( )

Accredited agent or representative email:

**I have read and understand the above conditions and am prepared to accept them in full.**

Applicant's signature  Date:  /  /

Note: This Agreement must be signed by a parent or legal guardian if the student is under 18 years of age.

Witness's signature  Date:  /  /