



International Institute of Business & Information Technology

STUDENT APPLICATION FORM

For Academy of English, Certificate, Diploma and Advanced Diploma Courses

841 George Street, Sydney NSW 2000, Australia
 Phone: +61 2 9269 0077, Fax: +61 2 9269 6902, Email: admissions@iibit.edu.au, www.iibit.edu.au

1. PERSONAL DETAILS (in Block Letters)

Title <small>Mr/Mrs/Ms/Miss</small>	Last (Family) Name	Given Name	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Date of Birth <small>DD/MM/YYYY</small>	Gender (Male/Female)	Nationality	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Contact Information (In Australia)		Overseas Contact Information	
Street Address <input type="text"/>		Street Address <input type="text"/>	
Suburb/Town <input type="text"/>		Suburb/Town <input type="text"/>	
State/Postcode <input type="text"/>	Country <input type="text"/>	State/Postcode <input type="text"/>	Country <input type="text"/>
Phone Number <input type="text"/>	Mobile Number <input type="text"/>	Email Address <input type="text"/>	
Passport Number <input type="text"/>	Visa Type <input type="text"/>		

2. EMERGENCY CONTACT

Relationship <input type="text"/>	
Family Name <input type="text"/>	Given Name <input type="text"/>
Address <input type="text"/>	
Phone Number <input type="text"/>	Email Address <input type="text"/>

3. I OBTAINED INFORMATION ABOUT IIBIT FROM (please tick all relevant boxes)

<input type="checkbox"/> AEI Office	<input type="checkbox"/> Education Exhibition
<input type="checkbox"/> An Agent on Behalf of IIBIT	<input type="checkbox"/> Advertisement
<input type="checkbox"/> Relative or friend	<input type="checkbox"/> Other if other please specify <input type="text"/>

4. EDUCATION QUALIFICATIONS

Please list all educational qualifications including tertiary and secondary qualifications. Certified copies of academic records/mark-sheets/transcripts must be attached. Official English translations are required for documents in other languages.

Qualification/Award	Educational institution	Date Started	Date Completed

5. ENGLISH PROFICIENCY

Is English your first language? Yes No - my first language is

If No, state which documentary evidence you possess towards English proficiency:

Secondary or tertiary studies in another country where English is the official language

Name of the Test Where

A certificate of English proficiency obtained in the last 24 months (eg IELTS)

Test Year Score

6. ENGLISH LANGUAGE SCHEDULE

The weekly hour duration for all English courses of General English, IELTS Preparation, and English for Academic Purposes (EAP) is 20 hours per week over 4 days: Monday to Thursday at 5 hours each day.

7. TYPE OF COURSE AND DATE OF COMMENCEMENT

Please specify the course you want to undertake

A. IIBIT - Academy of English Courses

General English English for Academic Purposes IELTS Preparation

Starting Date Number of Weeks
DD/MM/YYYY

Do you require this English Course to be packaged with any other IIBIT Courses? Yes No

If yes, is the other course listed in the below B section? Yes No

If No, please specify the course name/course provider: Course Name Course Provider

B. IIBIT - Certificate, Diploma and Advanced Diploma Courses

First preference Secondary preference
(eg. Cert III in Hospitality) (eg. Diploma of Accounting)

Do you wish to have the above 2 Courses of your preferences to be packaged together? Yes No Not applicable

Starting Date
DD/MM/YYYY

8. TERMS AND CONDITIONS

1. Name Change

Show documentary evidence (declaration from a lawyer, marriage certificate, etc) if any of your official documents (birth certificate, mark sheets, etc) show a name which is different from the one that you have used on this application form.

2. Contact Details

Your current address to which the notification of the result of your application can be sent should be provided along with phone and email address (if any).

3. Certified Copies of Original Documents

Attach certified or attested copies of all your official documents such as mark sheets, academic certificates, etc. Following persons are eligible to certify copies:

- An authorised officer from the institution that originally issued the documents (such as Register or Principal)
- An Australian overseas diplomatic mission or any Australian Education Centre, or
- An authorised IIBIT representative.

Certified translations must be provided if the documents are not in English. Evidence of completing a course should indicate that all requirements of the course have been met or that the award has been conferred.

4. English Language Proficiency

You are required to show evidence of your English language proficiency. If your previous education (at least the last two years) was in the English medium, show a proof from the institution(s) or provide a certified copy of an internationally recognised English language Test. If you are unable to provide an accurate assessment of your English language level with your application form, you may be required to take a special English test before you are admitted to IIBIT.

5. Payment of Fees

The scheduled fees for the first year together with the Overseas Student Health Cover (international students only), is payable on issue of a confirmation of Enrolment. Fees for second or subsequent year are payable no less than 14 days in advance of the relevant commencement date.

9. DECLARATION

I hereby declare that the information supplied by me is true and correct.

Signature

Date