# International Student Application Form

*Please complete all section in BLOCK letters.*

## A Your Personal Details

<table>
<thead>
<tr>
<th>First Name:</th>
<th>Family Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Birth (dd/mm/yyyy):</td>
<td>Gender: ☐ Male ☐ Female</td>
</tr>
<tr>
<td>Country of Birth:</td>
<td>Place of Birth:</td>
</tr>
</tbody>
</table>

## B Your Contact Details

**Address in your home country**

<table>
<thead>
<tr>
<th>Number &amp; Street Name:</th>
<th>Suburb/City:</th>
</tr>
</thead>
<tbody>
<tr>
<td>State/Province:</td>
<td>Postcode:</td>
</tr>
<tr>
<td>Country:</td>
<td></td>
</tr>
</tbody>
</table>

**Address in Australia (if known)**

<table>
<thead>
<tr>
<th>Number &amp; Street Name:</th>
<th>Suburb:</th>
</tr>
</thead>
<tbody>
<tr>
<td>State:</td>
<td>Post Code:</td>
</tr>
</tbody>
</table>

**Contact Details**

<table>
<thead>
<tr>
<th>Phone: ( )</th>
<th>Mobile:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email:</td>
<td></td>
</tr>
</tbody>
</table>

## C Emergency Contact

<table>
<thead>
<tr>
<th>Name:</th>
<th>Relationship to you:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number &amp; Street Name:</td>
<td>Suburb:</td>
</tr>
<tr>
<td>State/Province:</td>
<td>Postcode:</td>
</tr>
<tr>
<td>Country:</td>
<td></td>
</tr>
</tbody>
</table>

**Contact Details**

<table>
<thead>
<tr>
<th>Phone: ( )</th>
<th>Mobile:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email:</td>
<td></td>
</tr>
</tbody>
</table>

## D Your Passport Details

<table>
<thead>
<tr>
<th>Your Citizenship:</th>
<th>Passport Number:</th>
<th>Expiry:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are you currently in Australia?</td>
<td>☐ Yes ☐ No</td>
<td></td>
</tr>
<tr>
<td>If yes, state your visa type:</td>
<td>☐ Student ☐ Visitor ☐ Spouse ☐ Others</td>
<td>Visa Subclass:</td>
</tr>
</tbody>
</table>

## E Overseas Student Health Cover

It is an Australian Government's requirement that all international students on a student visa must be covered by Overseas Student Health Cover (OSHC). Payment of OSHC needs to occur when you accept your offer. If you are accompanied by family and children, you require the compulsory family policy for OSHC. CAC can arrange visa-length cover with our preferred OSHC provider, upon request.

<table>
<thead>
<tr>
<th>Do you currently have OSHC?</th>
<th>☐ Yes, Provide details below: ☐ No</th>
</tr>
</thead>
<tbody>
<tr>
<td>OSHC Provider Name:</td>
<td>Membership Number:</td>
</tr>
</tbody>
</table>

## F Your English Language Proficiency

- ☐ English is my first language
- ☐ I have completed a recognised English test in last 2 years (e.g. IELTS) Name of the Test: Score:
- ☐ I am planning to enrol into English language course. Provide course name:
G Your Educational Background

Please provide details of your past education including the highest qualification completed. Please provide evidences.

<table>
<thead>
<tr>
<th>Year Completed</th>
<th>Name of Qualification</th>
<th>Name of the Institution</th>
<th>Country</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

H Select Your Course

Please select courses you would like to apply to study at Central Australian College (CAC).

- English Language Accredited Courses

<table>
<thead>
<tr>
<th>Please Select</th>
<th>CRICOS Code</th>
<th>Course Code</th>
<th>Course Name</th>
<th>Intake Month/Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>083327A</td>
<td>22250VIC</td>
<td>Certificate I in EAL (Access)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>083328M</td>
<td>22251VIC</td>
<td>Certificate II in EAL (Access)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>083329K</td>
<td>22255VIC</td>
<td>Certificate III in EAL (Further Study)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>083330F</td>
<td>22258VIC</td>
<td>Certificate IV in EAL (Further Study)</td>
<td></td>
</tr>
</tbody>
</table>

- VET Qualifications

<table>
<thead>
<tr>
<th>Please Select</th>
<th>CRICOS Code</th>
<th>Course Code</th>
<th>Course Name</th>
<th>Intake Month/Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>091625B</td>
<td>AUR30616</td>
<td>Certificate III in Light Vehicle Mechanical Technology</td>
<td></td>
</tr>
<tr>
<td></td>
<td>091671G</td>
<td>AUR40216</td>
<td>Certificate IV in Automotive Mechanical Diagnosis</td>
<td></td>
</tr>
<tr>
<td></td>
<td>091692B</td>
<td>AUR50116</td>
<td>Diploma of Automotive Management</td>
<td></td>
</tr>
<tr>
<td></td>
<td>092624F</td>
<td>AUR50216</td>
<td>Diploma of Automotive Technology</td>
<td></td>
</tr>
<tr>
<td></td>
<td>086975M</td>
<td>BSB40215</td>
<td>Certificate IV in Business</td>
<td></td>
</tr>
<tr>
<td></td>
<td>087999G</td>
<td>BSB51915</td>
<td>Diploma of Leadership and Management</td>
<td></td>
</tr>
<tr>
<td></td>
<td>092621J</td>
<td>BSB42415</td>
<td>Certificate IV in Marketing and Communication</td>
<td></td>
</tr>
<tr>
<td></td>
<td>092623G</td>
<td>BSB52415</td>
<td>Diploma of Marketing and Communication</td>
<td></td>
</tr>
<tr>
<td></td>
<td>092623G</td>
<td>BSB63135</td>
<td>Advanced Diploma of Marketing and Communication</td>
<td></td>
</tr>
<tr>
<td></td>
<td>093528J</td>
<td>BSB80215</td>
<td>Graduate Diploma of Strategic Leadership</td>
<td></td>
</tr>
</tbody>
</table>

Other Fees

Administration Fee: ☐ $250
Material Fees: __________________

I Fee Payment options

Please tick one of the desired options
☐ Monthly  ☐ Quarterly

Actual Course Fees

- English Language Accredited Courses

<table>
<thead>
<tr>
<th>Please Select</th>
<th>CRICOS Code</th>
<th>Course Code</th>
<th>Course Name</th>
<th>Duration (weeks)</th>
<th>Fees</th>
<th>Material Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>083327A</td>
<td>22250VIC</td>
<td>Certificate I in EAL (Access)</td>
<td>26</td>
<td>$ 5,000</td>
<td>$ 100</td>
</tr>
<tr>
<td></td>
<td>083328M</td>
<td>22251VIC</td>
<td>Certificate II in EAL (Access)</td>
<td>26</td>
<td>$ 5,000</td>
<td>$ 100</td>
</tr>
<tr>
<td></td>
<td>083329K</td>
<td>22255VIC</td>
<td>Certificate III in EAL (Further Study)</td>
<td>26</td>
<td>$ 5,000</td>
<td>$ 100</td>
</tr>
<tr>
<td></td>
<td>083330F</td>
<td>22258VIC</td>
<td>Certificate IV in EAL (Further Study)</td>
<td>26</td>
<td>$ 5,000</td>
<td>$ 100</td>
</tr>
</tbody>
</table>

- VET Qualifications

<table>
<thead>
<tr>
<th>Please Select</th>
<th>CRICOS Code</th>
<th>Course Code</th>
<th>Course Name</th>
<th>Duration (weeks)</th>
<th>Fees</th>
<th>Material Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>091625B</td>
<td>AUR30616</td>
<td>Certificate III in Light Vehicle Mechanical Technology</td>
<td>52 weeks</td>
<td>$10,000</td>
<td>$500</td>
</tr>
<tr>
<td></td>
<td>091671G</td>
<td>AUR40216</td>
<td>Certificate IV in Automotive Mechanical Diagnosis</td>
<td>26 weeks</td>
<td>$6,000</td>
<td>$250</td>
</tr>
<tr>
<td></td>
<td>091692B</td>
<td>AUR50116</td>
<td>Diploma of Automotive Management</td>
<td>52 weeks</td>
<td>$10,000</td>
<td>$250</td>
</tr>
<tr>
<td></td>
<td>092624F</td>
<td>AUR50216</td>
<td>Diploma of Automotive Technology</td>
<td>52 weeks</td>
<td>$11,000</td>
<td>$500</td>
</tr>
<tr>
<td></td>
<td>086975M</td>
<td>BSB40215</td>
<td>Certificate IV in Business</td>
<td>26 weeks</td>
<td>$4,000</td>
<td>$200</td>
</tr>
<tr>
<td></td>
<td>087999G</td>
<td>BSB51915</td>
<td>Diploma of Leadership and Management</td>
<td>52 weeks</td>
<td>$8,000</td>
<td>$200</td>
</tr>
<tr>
<td></td>
<td>087999F</td>
<td>BSB61015</td>
<td>Advanced Diploma of Leadership and Management</td>
<td>52 weeks</td>
<td>$8,000</td>
<td>$200</td>
</tr>
</tbody>
</table>
ill need to have a USI.

From 1 January 2015 all students undertaking nationally recognised training delivered by a registered training organisation will need to have a USI. The Unique Student Identifier or USI is a reference number made up of 10 numbers and letters that:

- creates a secure online record of your recognised training and qualifications gained in Australia, even from different training organisation
- will give you access to your training records and transcripts (available in late 2016)
- can be accessed online, anytime and anywhere
- is free and easy to create and
- stays with you for life

*Conditions apply

CAC reserves the right to discontinue or alter any course date, tuition or service fee, location, timetable or staffing without prior notice. This will constitute a provider default and all tuition fees will be handled in accordance with Central Australian College's Refund Policy. Interest will not be credited to Student Fees or disbursements and therefore no interest will be recovered by students in the event of cancellation. Students must maintain valid Overseas Student Health Care insurance throughout their enrolments.

J Credit Transfer

Are you applying for Credit Transfer for the units successfully completed at another provider? □ Yes □ No

If yes, please complete Credit Transfer application form and submit it to the Student Administration with supporting documents such as official transcript or statement of attainment.

K Medical History

Please provide us with information about any medical conditions, disability or impairment you have that may affect your studies.

L Unique Student Identifier (USI)

*Conditions apply

Are you applying for a USI? □ Yes □ No

Please enter your USI (if known) □ No, I don't have a USI number. I consent CAC to apply on my behalf.

Please refer to USI Privacy notice and consent in the enrolment form and/or www.cac.edu.au.

□ No I don’t have a USI number. I will create it myself. Go to www.usi.gov.au

M Fees and Refund Information

1. When student defaults or when written notice of withdrawal is received by the College before the course commencement date, the College will refund fees as outlined in the table below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Application fee</th>
<th>Withdrawal prior to course commencement</th>
<th>Withdrawal at least 10 weeks prior to agreed start date</th>
<th>Withdrawal more than 4 weeks prior to agreed start date</th>
<th>Withdrawal less than 4 weeks prior to agreed start date</th>
<th>Withdrawal after the agreed start date</th>
<th>Visa cancelled due to actions of the student</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificate IV in Marketing and Communication</td>
<td>$4,000</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
</tr>
<tr>
<td>Diploma of Marketing and Communication</td>
<td>$8,000</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
</tr>
<tr>
<td>Advanced Diploma of Marketing and Communication</td>
<td>$8,000</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
</tr>
<tr>
<td>Graduate Diploma of Strategic Leadership</td>
<td>$15,000</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
</tr>
</tbody>
</table>

2. If the student visa application or visa renewal is refused, a full refund of course fees less the administration fees will be made. Students will be required to provide authenticated evidence of the student visa refusal to the College for refund.

3. If an offshore student has their student visa cancelled by the Department of Immigration and Border Protection (DIBP), for a breach of visa conditions or the visa extension application refused after the commencement of studies, for not meeting their visa requirements; no refunds will be granted.

4. Under special circumstances, where a student withdraws from the course and returns home because of exceptional and extenuating circumstances of a compassionate nature, such as a death or severe illness in the immediate family, 100% of all the unspent fees paid less any administration fees will be refunded.

5. Students has the right to appeal if the refund request is refused by the college. Student may appeal within 14 days in writing to the student
6. In an event the College is unable to start or continue to deliver the course after a period of commencement, the student can choose to accept either a refund of the course fees issued within 14 days; or to be placed in an alternative course with the College or another provider. (See fees and refund policy in student prospectus/website).

### Supporting Documents
Certified copies of the following supporting documents must be included when you submit your application. Applications that are submitted without necessary supporting documents will be delayed in processing. Please select all relevant.

- [ ] Certified copies of passport
- [ ] Certified academic transcripts
- [ ] Certified copies of qualification certificates
- [ ] Evidence of English language proficiency
- [ ] Evidence of OSHC (if applicable)
- [ ] Certified English translation of documents (if not in English)
- [ ] Evidence of finances

### Student Declaration
I understand and accept:

- that I have read the CAC student Prospectus (also available on website www.cac.vic.edu.au) which details information about the CAC course requirements, fees payments, refund policy, ESOS framework, and CAC policy and procedures.
- the CAC fees and refund policy and conditions of enrolment set out in CAC prospectus (also available on website www.cac.vic.edu.au) and I agree to abide by them.
- that I need to sign a Student Agreement to enrol at CAC.
- that CAC collects, uses and manages my information in accordance with the CAC Privacy Policy.
- that I have read and understood the Privacy Notice regarding the USI and I consent Central Australian College to apply for USI on my behalf, if I already have not applied.
- that this agreement, and the availability of complaints and appeals processes, does not remove the right of the students to take action under Australia's consumer protection laws
- I acknowledge that I am not required to pay more than 50% of the tuition fee before the start of the course. However, I have a choice to pay more than 50% of the tuition fees or the full course fees up front.

I authorise the Central Australian College (CAC) to disclose information relevant to my application and enrolment to CAC's preferred OSHC provider and other third parties for the purposes of arranging my OSHC, processing my application and enrolment, and administering my course.

I give CAC permission to check my visa status using the Department of Immigration and Border Protection's (DIBP) Visa Electronic Verification Online (VEVO) system.

I declare that all information provided in this application is complete and correct. I understand that failure to provide correct information or documentation in relation to this application may result in cancellation of my enrolment.

<table>
<thead>
<tr>
<th>Student Signature:*</th>
<th>Parent or Legal Guardian’s Signature:*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date (dd/mm/yyyy):</td>
<td>Parent or Legal Guardian’s Name:*</td>
</tr>
<tr>
<td></td>
<td>Date (dd/mm/yyyy):</td>
</tr>
</tbody>
</table>

*Please Note:* This application must be signed by a parent or legal guardian if the student is under 18 years of age at the time of application. Student must be at least 18 years of age at the time of commencement of a course at CAC.

Please send in your completed application with supporting documents to:

**By mail:** 8 Cross Street, West Footscray VIC 3012 Australia

**By email:** admin@cac.vic.edu.au

### FOR OFFICE USE ONLY

<table>
<thead>
<tr>
<th>Date</th>
<th>Actioned By</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
- [ ] Supporting documents verified
- [ ] Offer letter issued