

International Student Application Form

Please complete all section in **BLOCK** letters.

Agent Stamp/Details



Course Location: Melbourne (M) Hobart (H)

A Your Personal Details

First Name:	Family Name:
Date of Birth (dd/mm/yyyy):	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
Country of Birth:	Place of Birth:

B Your Contact Details

Address in your home country	Number & Street Name:	
	Suburb/City:	
	State/Province	Postcode:
	Country:	
Address in Australia (if known)	Number & Street Name:	
	Suburb:	
	State:	Post Code:
Contact Details	Phone: ()	Mobile:
	Email:	

C Emergency Contact

Name:	Relationship to you:	
Address Details:	Number & Street Name:	
	Suburb:	
	State/Province:	Postcode:
	Country:	
Contact Details	Phone: ()	Mobile:
	Email:	

D Your Passport Details

Your Citizenship:	Passport Number:	Expiry:
Are you currently in Australia? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, state your visa type: <input type="checkbox"/> Student <input type="checkbox"/> Visitor <input type="checkbox"/> Spouse <input type="checkbox"/> Others	Visa Subclass:	

E Overseas Student Health Cover

It is an Australian Governments 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.

Do you currently have OSHC? Yes (Please, provide details below)

OSHC Provider Name:	Membership Number:	Expiry Date:
<input type="checkbox"/> Yes (I want CAC to organize)	<input type="checkbox"/> No (I will organize myself)	

F Your English Language Proficiency

<input type="checkbox"/>	English is my first language
<input type="checkbox"/>	I have completed a recognized English test in last 2 years. (e.g. IELTS) Name of the Test: _____ Score: _____
<input type="checkbox"/>	I am planning to enroll 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.

Year Completed	Name of Qualification	Name of the Institution	Country	Duration

H Select Your Course

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

English Language Accredited Courses

Please Select	CRICOS Code	Course Code	Course Name	Intake Month/Year
<input type="checkbox"/>	096453K	Non AQF Award	General English Level I	
<input type="checkbox"/>	096454J	Non AQF Award	General English Level II	
<input type="checkbox"/>	096455G	Non AQF Award	English for Academic Purpose I (EAP)	
<input type="checkbox"/>	096456G	Non AQF Award	English for Academic Purpose II (EAP)	

VET Qualifications

Please Select	CRICOS Code	Course Code	Course Name	Intake Month/Year
<input type="checkbox"/>	091625B	AUR30616	Certificate III in Light Vehicle Mechanical Technology	
<input type="checkbox"/>	091671G	AUR40216	Certificate IV in Automotive Mechanical Diagnosis	
<input type="checkbox"/>	091692B	AUR50116	Diploma of Automotive Management	
<input type="checkbox"/>	092624F	AUR50216	Diploma of Automotive Technology	
<input type="checkbox"/>	086975M	BSB40215	Certificate IV in Business	
<input type="checkbox"/>	087998G	BSB51915	Diploma of Leadership and Management	
<input type="checkbox"/>	087999F	BSB61015	Advanced Diploma of Leadership and Management	
<input type="checkbox"/>	092621J	BSB42415	Certificate IV in Marketing and Communication	
<input type="checkbox"/>	092622G	BSB52415	Diploma of Marketing and Communication	
<input type="checkbox"/>	092623G	BSB61315	Advanced Diploma of Marketing and Communication	
<input type="checkbox"/>	096778M	BSB80515	Graduate Certificate in Management (Learning)	
<input type="checkbox"/>	093528J	BSB80215	Graduate Diploma of Strategic Leadership	

Other Fees

Application Fees: \$250

I Fee Payment options

Do you wish to pay half or more of your course fees before your course start date? Please tick one of the desired options.

Half More, if more please specify the amount _____

What fee payment options would you prefer? Please tick one of the desired options.

Monthly Quarterly

*Please note: for monthly fee payment options students are required to pay by direct debit on first of every month.

Actual Course Fees

English Language Accredited Courses

Please Select	CRICOS Code	Course Code	Course Name	Duration (weeks)			Indicative Tuition & Non Tuition Fees			Campus Location
				Total	Class	Break	Tuition	Material	Application	
<input type="checkbox"/>	096453K	Non AQF Award	General English Level I	11	10	1	\$2,530	\$100	\$ 250	M/H
<input type="checkbox"/>	096454J	Non AQF Award	General English Level II	11	10	1	\$2,530	\$100	\$ 250	M/H
<input type="checkbox"/>	096455G	Non AQF Award	English for Academic Purpose I (EAP)	11	10	1	\$2,530	\$100	\$ 250	M/H
<input type="checkbox"/>	096456G	Non AQF Award	English for Academic Purpose II (EAP)	11	10	1	\$2,530	\$100	\$ 250	M/H

VET Qualifications

Please Select	CRICOS Code	Course Code	Course Name	Duration (weeks)			Indicative Tuition & Non Tuition Fees			Campus Location
				Total	Class	Break	Tuition	Material	Application	
<input type="checkbox"/>	091625B	AUR30616	Certificate III in Light Vehicle Mechanical Technology	52	44	8	\$ 10,000	\$ 500	\$ 250	M
<input type="checkbox"/>	091671G	AUR40216	Certificate IV in Automotive Mechanical Diagnosis	26	24	2	\$ 6,000	\$ 250	\$ 250	M
<input type="checkbox"/>	091692B	AUR50116	Diploma of Automotive Management	52	44	8	\$ 9,500	\$ 250	\$ 250	M
<input type="checkbox"/>	092624F	AUR50216	Diploma of Automotive Technology	26	24	2	\$ 7,000	\$ 250	\$ 250	M
<input type="checkbox"/>	086975M	BSB40215	Certificate IV in Business	26	23	3	\$ 4,000	\$ 200	\$ 250	M
<input type="checkbox"/>	087998G	BSB51915	Diploma of Leadership and Management	52	44	8	\$ 8,000	\$ 250	\$ 250	M/H
<input type="checkbox"/>	087999F	BSB61015	Advanced Diploma of Leadership and Management	52	44	8	\$ 7,500	\$ 250	\$ 250	M/H
<input type="checkbox"/>	092621J	BSB42415	Certificate IV in Marketing and Communication	26	23	3	\$ 4,000	\$ 100	\$ 250	M/H
<input type="checkbox"/>	092622G	BSB52415	Diploma of Marketing and Communication	52	44	8	\$ 9,500	\$ 250	\$ 250	M/H
<input type="checkbox"/>	092623G	BSB61315	Advanced Diploma of Marketing and Communication	52	44	8	\$ 9,500	\$ 250	\$ 250	M/H
<input type="checkbox"/>	096778M	BSB80515	Graduate Certificate in Management (Learning)	26	22	4	\$ 7,250	\$ 250	\$ 250	M/H
<input type="checkbox"/>	093528J	BSB80215	Graduate Diploma of Strategic Leadership	52	44	8	\$ 14,500	\$ 250	\$ 250	M/H

*Conditions apply

Fees may change during your course of study. 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)

From 1 January 2015 all students undertaking nationally recognized training delivered by a registered training organization 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 recognized training and qualifications gained in Australia, even from different training organization
- 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

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 where 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:

Outline of Refunds	
Application fee	Non- refundable
Visa refused prior to course commencement (offshore student only)	Full refund*
Withdrawal at least 10 weeks prior to agreed start date	Full refund *
Withdrawal more than 4 weeks prior to agreed start date	75% refund of Term fee*
Withdrawal less than 4 weeks prior to agreed start date	50% refund of Term fee*
Withdrawal after the agreed start date	No Refund
Visa cancelled due to actions of the student	No refund

* Less an Administration Fee of \$250

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 onshore 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. Student 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 Administration Officer.
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 and Procedures in student prospectus/website).

N 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.*

<input type="checkbox"/>	Certified copies of passport
<input type="checkbox"/>	Certified academic transcripts
<input type="checkbox"/>	Certified copies of qualification certificates
<input type="checkbox"/>	Evidence of English language proficiency
<input type="checkbox"/>	Evidence of OSHC (if applicable)
<input type="checkbox"/>	Certified English translation of documents (if not in English)
<input type="checkbox"/>	Evidence of finances

O 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 or the full course fees if I wish.

I authorize 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.

Student Signature:*	Parent or Legal Guardian's Signature:*	
Date (dd/mm/yyyy):	Parent or Legal Guardian's Name:*	Date (dd/mm/yyyy):

* 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:

Melbourne – By Post: 8 Cross Street, West Footscray, VIC 3012 Australia
 Email: admin@cac.edu.au

Hobart – By Post: Level 3,4 45 Murray Street, Hobart TAS 7000
 Email: admin@hobart.cac.edu.au

FOR OFFICE USE ONLY		
	Date	Actioned By
<input type="checkbox"/> Supporting documents verified		
<input type="checkbox"/> Offer letter issued		