# Student Application Form
# International

This application is for **international students** only. Please ensure all sections are completed clearly and in **BLOCK LETTERS**. Missing or incorrect information may cause delays in the application process
Fill this form and send it either by email or post together with required documents to:
Education Access Australia
17-35 Abbotsford Street, West Melbourne VIC 3003 Australia Email: admissions@eaa.edu.au

## Personal details

Have you previously applied to OR been a student at the Institute?

No ☐ Yes ☐ If yes, Student no. ☐

**1. Full Name (as in passport)**

Title Mr ☐ Mrs ☐ Ms ☐ Dr ☐

Given Name:

Surname/Family Name:

**2. Date of Birth:** DD/MM/YYYY

**3. Passport Information**

Passport No.: Expiry Date: DD/MM/YYYY

Country of Passport:

**4. Are you currently holding any Australian visa?**

Yes ☐ Visa Subclass_____ No ☐

**5. Have you ever been rejected for an Australian visa?**

Yes ☐ Visa Type_____ No ☐

**6. Gender** *(Tick ONE box only)*

Male ☐ Female ☐ Other ☐

**7. Marital Status:** _____

**8. Number of Dependants:** _____

**9. Contact details** *(email will be the primary mode of communication at the institute)*

Home phone Mobile

Email address

**10. Address of your usual residence?**
*Please provide the physical address (not the post box or agent address)*

***Permanent Address in Home Country***

Address Line 1

Address Line 2

City State

Post Code Country

***Australian address*** *(If Known)*

Address Line 1

Address Line 2

Suburb

Post Code State

**11. Postal Address**

Use my ☐ Home country address ☐ Australian address
If different from above,

Address Line 1

Address Line 2

City State

Post Code Country

**12. Emergency Contact Details**

Name

Contact No Relation

Email

## Employment

**13. 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 work | ☐ |
| Unemployed – seeking part-time work | ☐ |
| Not employed – not seeking employment | ☐ |

## Schooling

**14. What is your highest COMPLETED Australian equivalent school level?**

| | | | |
|---|---|---|---|
| Year 12 | ☐ | Year 9 | ☐ |
| Year 11 | ☐ | Year 8 or below | ☐ |
| Year 10 | ☐ | Never attended school | ☐ |

**In which YEAR did you complete that school level?** ☐

**15. Are you still attending secondary school?**

Yes ☐ No ☐

## Previous qualifications achieved

**16. Have you SUCCESSFULLY completed any of the following qualifications?**

Yes ☐ *tick ANY applicable boxes* No ☐ *go to Question 17*

| | |
|---|---|
| Bachelor degree or higher degree | ☐ |
| Advanced diploma or associate degree | ☐ |
| Diploma (or associate diploma) | ☐ |
| Certificate IV (or advanced certificate/technician) | ☐ |
| Certificate III (or trade certificate) | ☐ |
| Certificate II | ☐ |
| Certificate I | ☐ |
| Certificates other than the above | ☐ |


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## Language and cultural diversity

**17. In which country were you born?**

| | |
|---|---|
| Australia | ☐ |
| Other – please specify | |

**18. Do you speak a language other than English at home?**
*(If more than one language, indicate the one that is spoken most often)*

| | |
|---|---|
| No, English only | ☐ |
| Yes, other – please specify | |

**19. How well do you speak English?**

| | |
|---|---|
| Very well | ☐ |
| Well | ☐ |
| Not well | ☐ |
| Not at all | ☐ |

**20. Have you undertaken any English Exams or completed any English Course in the last 24 months?**

| | |
|---|---|
| No | ☐ |
| Completed English Exam | ☐ |
| Examination Name: Score: | |
| Completed an English Course | ☐ |
| Course Name: Result: | |

**21. 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 Islander | ☐ |

## Disability

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

Yes ☐ No ☐ **No** – *Go to Question 23*

**If you indicated the presence of a disability, impairment or long-term condition, please select the area(s) in the following list:** *(You may indicate more than one area)*

| | |
|---|---|
| Hearing/deaf | ☐ |
| Physical | ☐ |
| Intellectual | ☐ |
| Learning | ☐ |
| Mental illness | ☐ |
| Acquired brain impairment | ☐ |
| Vision | ☐ |
| Medical condition | ☐ |
| Other | ☐ |

## Study reason

**23. Of the following categories, which best describes your main reason for undertaking this course**

| | |
|---|---|
| To get a job | ☐ |
| To develop my existing business | ☐ |
| To start my own business | ☐ |
| To try for a different career | ☐ |
| 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 | ☐ |

## Recognition of prior learning / Credit Transfer

**Are you seeking for recognition of prior learning (RPL) or credit transfer (CT)?**

Yes ☐ No ☐

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.

## How did you know about the institute?

| | |
|---|---|
| Institute website | ☐ |
| Newspaper/ Magazine | ☐ |
| Exhibition/ Fair | ☐ |
| Facebook | ☐ |
| Friends/ Family | ☐ |
| Recommended by an education agent | ☐ |
| Former Institute of Education student | ☐ |
| Other, please specify: | ☐ |

## AGENT DETAILS


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## Course(s) preference

***Hospitality***

| | |
|---|---|
| SIT30816 - Certificate III in Commercial Cookery | ☐ |
| SIT40516 - Certificate IV in Commercial Cookery | ☐ |
| SIT50416 Diploma of Hospitality Management | ☐ |
| SIT60316 Advanced Diploma of Hospitality Management | ☐ |

***Business***

| | |
|---|---|
| BSB60215 Advanced Diploma of Business | ☐ |

***Engineering Technology***

| | |
|---|---|
| AUR30616 Certificate III in Light Vehicle Mechanical Technology | ☐ |
| AUR40216 Certificate IV in Automotive Mechanical Diagnosis | ☐ |
| AUR50216 Diploma of Automotive Technology | ☐ |

***Leadership& management***

| | |
|---|---|
| BSB51915 Diploma of Leadership and Management | ☐ |
| BSB61015 Advanced Diploma of Leadership and Management | ☐ |

***Intake Preference***

When do you want to start your 1st course? _____

**Before submitting your application, please make sure you have:**

| | |
|---|---|
| Completed all sections of this Application Form | ☐ |
| Attached certified academic transcripts *(English translation together with original, if it is not in English)* | ☐ |
| Australian Equvalent Year 12 certificate *(English translation together with original, if it is not in English)* | ☐ |
| Attached copy of the passport *(including address details)* | ☐ |
| Attached copy of Australian Visa and/or eCoE *(if applicable)* | ☐ |
| Attached relevant employment details *(if applicable)* | ☐ |

## Applicant's Declaration

I [NAME] ……

1. Read and understood course information from the prospectus or flyers or from the website or received full information from institute'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 institute's policies on student code of conduct, fees and refund, student complaints and appeals, student transfer between registered providers, deferment suspension and cancellation, monitoring international student academic progress, academic misconduct and other policies that are published on the college website or prospectus or 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. I further understand that the institute, as an education provider, is required to provide information about my enrolment to Government agencies where required by relevant legislation, including Department of Education and Training, National Centre for Vocational Education Research (NCVER), Australian Skills Quality Authority (ASQA), Department of Home Affairs (DHA), Tuition Protection Services (TPS) and ESOS Assurance Fund Manager.
5. 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.
6. 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.
7. 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)
8. 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.
9. 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 _____

If the student is less than 18 Years old at the time signing the document, this form should be signed by the Guardian as well.

Guardian Name: _____ Relationship to the student: _____

Guardian signature _____ Date _____



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## Statement of Purpose

**Part 1 – Onshore & Offshore students**

Provide a brief statement setting out your reasons for undertaking your intended course(s) of study. The statement must include

- your reasons for choosing to undertake the course of study specified in your application;
- the relevance of your course of studies to your academic and/or employment background;
- the relevance of the course to your future career/educational plans;

**Part 2 – offshore students only**

Provide a brief statement setting out your reasons for undertaking your intended course(s) of study at our institute in Australia. The statement must include

- your reasons for choosing to study in Australia rather than in your home country;
- your reasons for choosing the institute;
- How are you going to have access to sufficient fund to support yourself and any dependents accompanying you while you are studying in Australia in terms of course fee, living expenses and welfare fees.

I here with declare that

- ☐ I am a genuine temporary entrant and genuine student.
- ☐ I have access to sufficient funds to cover all associated costs with my study, travel to and from Australia, living expenses for the duration of my studies for myself and my family members (if applicable) for the total period of my stay in Australia.
- ☐ I understand that if I don't have sufficient funds to cover all associated study and living costs, the institute reserves the rights to terminate my enrolment and cancel my eCoE.
- ☐ I hereby certify that all the statements made on this document is true and correct

**Student Signature:** _____ **Date:** _____


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