

# International Student Enrolment Application Form

Please fill in the form in CAPITAL / BLOCK LETTERS and cross (x) the relevant option.

## PERSONAL DETAIL

Title	- <small>Male / Female / Other:</small>	Gender	- <small>Male / Female</small>	DOB	dd/mm/yyyy
Family Name			Given Name/s		
Nationality			Passport No.		
Have you ever been enrolled at Windsor?			<input type="checkbox"/> Yes <input type="checkbox"/> No	Student No <i>If known</i>	
Do you have a Unique Student Identifier Number?			<input type="checkbox"/> Yes <input type="checkbox"/> No	USI No <i>If yes</i>	

If No, you can create your own USI at the USI Website [www.usi.gov.au](http://www.usi.gov.au) or complete Windsor College Consent to Disclose Personal Information to Create a USI Form. After 1 January 2015, Windsor cannot award qualifications and results of the assessment until you have contacted us and supplied us with your USI.

## CONTACT DETAILS IN HOME COUNTRY

Address				
Suburb	State	Country		
Email Address	Mobile/Phone No.			

## CONTACT DETAILS IN AUSTRALIA (if applicable)

Address				
Suburb	State	Country	Australia	
Email Address	Mobile/Phone No.			

## VISA AND OHSC DETAILS

Do you have a Visa?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, Visa type?	<input type="checkbox"/> Student <input type="checkbox"/> Tourist <input type="checkbox"/> Working Holiday <input type="checkbox"/> Other:
		Visa No.	
What type of student visa application will you submit to the Department of Home Affairs (DHA)?	<input type="checkbox"/> Single <input type="checkbox"/> Couple <input type="checkbox"/> Family		
DHA office where Application is lodged (or will be lodged)	Country / City		
Have you ever or any other person involved in the visa application ever been convicted of a criminal offense?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes Provide details</i>		
Have you ever or any other person involved in the visa application had any visa refused or cancelled in Australia or any other countries before?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes Provide details</i>		
Do you want Windsor to organize OHSC?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes Type: <input type="checkbox"/> Single <input type="checkbox"/> Couple <input type="checkbox"/> Family Start Date: End Date:	

## PREVIOUS STUDIES & ENGLISH LANGUAGE PROFICIENCY

Australian Year 11 or 12 qualification equivalent (subject to country Assessment Level and the Course)	
Qualification	School/Institution
Country	Year Completed
Tertiary Studies	
Qualification	School/Institution
Country	Year Completed
IELTS or TOEFL or PTE or OET or CAE Score (if available):	

## NEXT OF KIN IN HOME COUNTRY

Name	Mobile/Phone No.
Email Address	Relationship

## NEXT OF KIN IN AUSTRALIA

Name	Mobile/Phone No.
Email Address	Relationship

## EXTRA SPECIAL NEEDS SUPPORT

Do you have a disability or medical consideration which requires special assistance from Windsor? e.g. Hearing/visual impairment, learning difficulty, mobility requirements? If you selected "yes" and need assistance, please contact Welfare Officer on 03 9663 0272	<input type="checkbox"/> Yes <input type="checkbox"/> No
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## COURSE PREFERENCES:

### Business and Leadership Courses

Tick v	CRICOS Code	Course Code & Title	Course Duration	Tuition Fee (AUD)	Intake Date	Tuition Fees You Wish to Pay Before Course Commencement
<input type="checkbox"/>	108457C	BSB30120 Certificate III in Business Training Product Status: Current Training Product Release Date: 25 January 2022	52 Weeks	\$9,400	dd/mm/yy	<input type="checkbox"/> 50% or less than 50% <input type="checkbox"/> More than 50%
<input type="checkbox"/>	108458B	BSB40120 Certificate IV in Business Training Product Status: Current Training Product Release Date: 19 October 2020	52 Weeks	\$9,400	dd/mm/yy	<input type="checkbox"/> 50% or less than 50% <input type="checkbox"/> More than 50%
<input type="checkbox"/>	104308D	BSB50420 Diploma of Leadership & Management Training Product Status: Current Training Product Release Date: 25 January 2022	52 Weeks	\$9,400	dd/mm/yy	<input type="checkbox"/> 50% or less than 50% <input type="checkbox"/> More than 50%
<input type="checkbox"/>	108461G	BSB60420 Advanced Diploma of Leadership & Management Training Product Status: Current Training Product Release Date: 19 October 2020	52 Weeks	\$9,400	dd/mm/yy	<input type="checkbox"/> 50% or less than 50% <input type="checkbox"/> More than 50%

**Additional non tuition fee - Enrolment fee (Non-refundable) AU\$200**

### Cookery and Hospitality Courses

Tick v	CRICOS Code	Course Code & Title	Course Duration	Tuition Fee (AUD)	Intake Date	Tuition Fees You Wish to Pay Before Course Commencement
<input type="checkbox"/>	109857A	SIT30821 Certificate III in Commercial Cookery Training Product Status: Current Training Product Release Date: 10 June 2022	52 Weeks	\$16,000	dd/mm/yy	<input type="checkbox"/> 50% or less than 50% <input type="checkbox"/> More than 50%
<input type="checkbox"/>	109522B	SIT40521 Certificate IV in Kitchen Management Training Product Status: Current Training Product Release Date: 10 June 2022	78 Weeks	\$20,080	dd/mm/yy	<input type="checkbox"/> 50% or less than 50% <input type="checkbox"/> More than 50%
<input type="checkbox"/>	114110B	SIT50422 Diploma of Hospitality Management Training Product Status: Current Training Product Release Date: 09 September 2022	90 Weeks	\$24,080	dd/mm/yy	<input type="checkbox"/> 50% or less than 50% <input type="checkbox"/> More than 50%

**Additional non tuition fee - Enrolment fee (Non-refundable) AU\$200, Course Material Fee: \$996 | Tool sets (Uniform, Shoes, Equipment): \$440**

### \* Overseas Student Health Cover (OSHC) Fee applies.

Prospective students are strongly advised to check the current fees on [www.windsorcollege.edu.au](http://www.windsorcollege.edu.au), as the fees are subject to the sole discretion of the Windsor Management

### AGENT DETAIL

How did you know about our college?	<input type="checkbox"/> Friend	<input type="checkbox"/> Family	<input type="checkbox"/> Internet	<input type="checkbox"/> Agent	<input type="checkbox"/> Other:
Agency Name	City / Country	City / Country			
Employee's Name	Employee's Email				
Employee's Migration Agents Registration Number. <i>If applicable</i>					

### RECOGNITION OF PRIOR LEARNING & CREDIT TRANSFER

I wish to apply for RPL	<input type="checkbox"/> Yes <input type="checkbox"/> No	I have attached my RPL Application Form	<input type="checkbox"/> Yes <input type="checkbox"/> No
I wish to apply for Credit Transfer	<input type="checkbox"/> Yes <input type="checkbox"/> No	Attached Credit Transfer Application Form	<input type="checkbox"/> Yes <input type="checkbox"/> No

A request for payment or tuition and other fees will be made if you receive a letter of offer. Please make your payment as per instruction in the letter of offer. Windsor has no obligation until funds are cleared.

- Tuition fees are fees directly related to the provision of a course.
- A student can pay full fees if the student wishes to, but the student is not required to pay more than 50% of the total tuition fees upfront for the course before the student commences the course that is more than 25 weeks.

## DOCUMENT CHECKLIST & PRIVACY STATEMENT

Filled in the form completely	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Privacy Statement:</b> The information collected in this form is for the purpose of processing your application to Windsor College (Windsor). The information will be held by Windsor in accordance with its Information Privacy Policy and may be accessed and used by people employed/ engaged by Windsor. The information may be made available to government departments and agencies in relation to Windsor's obligations under the law including the Education Services to Overseas Students (ESOS) Act 2000. You have a right to access and correct your personal information in accordance with privacy legislation and Windsor Information Privacy Policy.
Attached certified copies of all necessary supporting documents:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
• Passport	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
• High School Certificate or Previous Education Qualification/ Transcript	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
• IELTS Certificate and/or English proficiency evidence	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

### Declaration:

I agree that by completing and sending the required payment with this form I am applying for enrolment into the course indicated above and will receive more information from Windsor in finalising my enrolment. I also agree that this is an application to enrol. Arrangements for the payment of tuition fee, enrolment fee, and other fees will be included in an Offer of Enrolment and Enrolment Acceptance Agreement that will be issued once my application has been assessed as meeting our admission assessment criteria. I understand Windsor has the right to reject my application prior to issuing an Offer of Enrolment and Enrolment Acceptance Agreement.

I declare that the information provided by me in this Application Form is correct. I confirm that I have read, fully understand, and accept the TERMS AND CONDITIONS and agree to be bound by them and that I have the financial capacity to meet tuition fees and agree to pay fees as they become due.

Applicant's Signature		Date	
Parent or Guardian's Signature		Date	
Return this application form to Windsor College, Level 2, 310 King Street, Melbourne Victoria 3000, Australia, or email to <a href="mailto:admissions@windsorcollege.edu.au">admissions@windsorcollege.edu.au</a> together with supporting documents.			

### OFFICE USE ONLY

APPLICATION FORM is received on	dd/mm/yyyy	Authorised Enrolment Officer
Correct and relevant supporting documents attached	<input type="checkbox"/> Yes <input type="checkbox"/> No	Name
Application Accepted	<input type="checkbox"/> Yes <input type="checkbox"/> No	Signature
If Yes, Offer and Acceptance Agreement Issued	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If No, Applicant/ Agent Notified	<input type="checkbox"/> Yes <input type="checkbox"/> No	Date

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