



International Student Enrolment Form

Your personal Details

Family Name	
Given Name	
Date of Birth	
Gender	
Home Phone	
Work Phone	
Mobile	
Email address	

Address in Australia (if known)

Building/property Name			
Flat/Unit	Street Number		
Street Name			
State	Post Code		

Overseas Address

Address			
City/suburb	Post Code		
Country			
Phone:	Email		

Emergency contact in Australia or Home Country

Name			
Relationship		Phone	

International Details

Nationality		Place of birth	
Country of birth			
Passport Number		Expiry date	
Visa Type		Subclass	
Visa Number		Visa Expiry date	
Language at home			

Proficiency in English Language

Assessment Type	IELTS <input type="checkbox"/> PTE <input type="checkbox"/> TOFEL <input type="checkbox"/> Others <input type="checkbox"/> (specify) _____		
Score achieved		Date	



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Educational Qualification

Highest qualification		Year awarded	
Institution			
State		Country	

Overseas Health Cover

Do you have Overseas Health Cover (OSHC)? Yes No

If Yes, OSHC Provider:

If No, I require: Single Cover Family Cover

Name(s) of the family member(s)

Date of Birth: (DD/MM/YYYY) ___/___/_____

Gender: Male Female

Are you currently studying in Australia? Yes No

If Yes, Name of Institution: _____

Are you transferring from another education provider in Australia?

Yes No

Course Selection

Qualification Code	CRICOS Code	Qualification Name	Duration
BSB51915	0101535	Diploma of Leadership and Management	60 weeks including term break

Do you need Airport pickup? Yes No

Special Needs

Do you have any disability, special needs or health problems?

Yes No

If yes, please select the area(s) in the following list:

Hearing/Deaf	<input type="checkbox"/>	Physical	<input type="checkbox"/>
Intellectual	<input type="checkbox"/>	Brain impairment	<input type="checkbox"/>
Mental illness	<input type="checkbox"/>	Medical Condition	<input type="checkbox"/>
Vision	<input type="checkbox"/>	Learning (LLN)	<input type="checkbox"/>
Other	<input type="checkbox"/> Please Specify:		

Employment

Which Category describes your current employment status? Please tick

Full Time Employee	<input type="checkbox"/>	Part time employee	<input type="checkbox"/>
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Self-employed – employing others	<input type="checkbox"/>	Self-employed - not employing others	<input type="checkbox"/>
Unemployed- seeking full time work	<input type="checkbox"/>	Unemployed- seeking part time work	<input type="checkbox"/>
Employed - unpaid worker in a family business	<input type="checkbox"/>	Not employed - not looking for work	<input type="checkbox"/>

Study Reasons

To get a job	<input type="checkbox"/>	To develop the business	<input type="checkbox"/>
To start a business	<input type="checkbox"/>	For different career	<input type="checkbox"/>
To get a better job	<input type="checkbox"/>	Required for my job	<input type="checkbox"/>
Extra skills for my job	<input type="checkbox"/>	Get into another course	<input type="checkbox"/>
Personal interest of self-development	<input type="checkbox"/>	Others	<input type="checkbox"/>

Previous Qualification Achieved

Bachelor or Above	<input type="checkbox"/>	Degree	<input type="checkbox"/>
Advanced Diploma	<input type="checkbox"/>	Diploma	<input type="checkbox"/>
Year 12	<input type="checkbox"/>	Certificate IV	<input type="checkbox"/>
Certificate III	<input type="checkbox"/>	Certificate II	<input type="checkbox"/>

In case of Overseas qualification, has the qualification been skill assessed in Australia? Yes No

Credit Transfer/ Recognition of Prior Learning

Are you applying for credit Transfer or Recognition of prior Learning?

Yes No

If yes, you must attach certified translated (English) copies of your supporting documents (e.g. employment letter, position descriptions, statement of attainment etc.) so that The Healey international college can assess your eligibility for RPL/CT

Unique Student Identifier

From January 2015, we from The Healey International College can be prevented from issuing you with a nationality recognised VET qualification or statement of attainment when you complete your course if you do not have a Unique Student Identifier (USI). In addition, we are required to include your USI in the data we submit to NCVET. If you have not yet obtained a USI, you can apply for it directly at www.usi.gov.au/creator-your-USI on computer or mobile device. Please note that if you would like to specify your gender as 'other', you will need to contact the USI Office for assistance.

Do you have a Unique Student Identifier (USI)? Yes No

If YES, please enter your Unique Student Identifier (USI)

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USI verified by The Healey International College:

Staff Name _____ Signature

_____ Date: / /

If NO, please approach our Admin Department or visit <http://usi.gov.au>.

USI verified by The Healey International College:

Staff Name: _____

Signature: _____ Date: / /



International Student Enrolment Form

USI application through The Healey International College (if you do not already have one)

Application for Unique Student Identifier (USI)

If you would like us, The Healey international College, to apply for a USI on your behalf you must authorise us to do so and declare that you have read the privacy information at <<https://www.usi.gov.au/documents/privacy-notice-when-rto-applies-their-behalf>>. You must also provide some additional information as noted at the end of this form so that we can apply for a USI on your behalf.

I [NAME]authorise The Healey international College to apply pursuant to sub-section 9(2) of the Student Identifiers Act 2014, for a USI on my behalf.

I have read and I consent to the collection, use and disclosure of my personal information (which may include sensitive information) pursuant to the information detailed at <<https://www.usi.gov.au/documents/privacy-notice-when-rto-applies-their-behalf>>.

Town/City of Birth _____
(please write the name of the Australian or overseas town or city where you were born)

Please provide details for one of the forms of identity below

Please ensure that the name written in 'Personal Details' section is exactly the same as written in the document you provide below (Please provide one from given below)

Australian Driver's Licence

Please provide following details:

State: _____ Licence Number: _____



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Non-Australian Passport (with Australian Visa)

Please provide following details:

Passport number _____ Country of issue _____

Immigration Card?

Please provide following details:

Immigration Card Number _____ Country of issue _____

In accordance with section 11 of the *Student Identifiers Act 2014*, The Healey international College will securely destroy personal information which we collect from individuals solely for the purpose of applying for a USI on your behalf as soon as practicable after we have made the application or the information is no longer needed for that purpose.

I have read and understood the information provided in this application form.

Student Name: _____

Signature _____ **Date** ___/___/___

Privacy Notice

Under the *Data Provision Requirements 2012*, The Healey international college is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

International Student Enrolment Form

Your personal information (including the personal information contained on this enrolment form and your training activity data) may be used or disclosed by The Healey international college for statistical, regulatory and research purposes. The Healey international college may disclose your personal information for these purposes to third parties, including:

- Employer – if you are enrolled in training paid by your employer;
- Commonwealth and State or Territory government departments and authorised agencies;
- NCVER;
- Organisations conducting student surveys; and
- Researchers.

Personal information disclosed to NCVER may be used or disclosed for the following purposes:

- Issuing a VET Statement of Attainment or VET Qualification, and populating Authenticated VET Transcripts;
- facilitating statistics and research relating to education, including surveys;
- understanding how the VET market operates, for policy, workforce planning and consumer information; and
- administering VET, including program administration, regulation, monitoring and evaluation.

You may receive an NCVER student survey which may be administered by an NCVER employee, agent or third-party contractor. You may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the *Privacy Act 1988* (Cth), the VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at www.ncver.edu.au).

Student Declaration and consent:

I declare that the information I have provided to the best of my knowledge is true and correct.

I consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice above.

I have read and understood The Healey international college's relevant policies and procedures and the terms and conditions of enrolment, fee payment, fee refunds, deferment, suspension or cancellation. I have also understood that all pre-enrolment information can be requested by emailing info.thehealeycollege@gmail.com or calling The Healey international college.



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I confirm that I am fully aware of the fees, cancellation and refund conditions and I agree to be a student at The Healey international college. I acknowledge that the provision of incorrect information or documentation or the withholding of information or documentation relating to my application may result in the cancellation of my enrolment.

Use of personal information:

I understand that The Healey international college may distribute my personal details as indicated in the statement:

“Information is collected on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2018; to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2018.

Information collected about you on this form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities. In other instances, information collected on this form or during your Enrolment can be disclosed without your consent where authorized or required by law.”

Student Name:

Student signature: Date:

Please either: Email an electronic copy (Scanned copy) to info.thehealeycollege@gmail.com

Print out this form and mail the hard copy of the document to: Suite 4A, 3972 Pacific Highway, Loganholme, Queensland, 4129, Australia