

INTERNATIONAL STUDENT APPLICATION FOR ENROLMENT

1. APPLICANT DETAILS

First name:

Family name:

Date of birth: / /

Gender: ☐ Male ☐ Female

Nationality:

Country of birth:

Passport number:

Expiry date: / /

2. OVERSEAS CONTACT DETAILS

Street Address:

Suburb/City:

State:

Country:

Postcode / Zip:

Telephone:

Email:

3. AUSTRALIAN CONTACT DETAILS (if applicable)

Street Address:

Suburb/City:

State:

Postcode

Telephone:

Email:

4. EMERGENCY CONTACT / NEXT OF KIN

Full name:

Relationship:

Street Address:

Suburb/City:

State:

Country:

Postcode / Zip:

Telephone:

Email:

5. COURSE(S) YOU ARE APPLYING FOR

Please tick (✓) the course(s) that you are applying to study at Australian International Institute of Technology

	Course Name and Title	Duration	Preferred Commencement Date / Month
<input type="checkbox"/>	BSB40215 – Certificate IV in Leadership and Management (099668D)	52 Weeks	
<input type="checkbox"/>	BSB51918 – Diploma of Leadership and Management (099669C)	52 Weeks	
<input type="checkbox"/>	SIT30816 – Certificate III in Commercial Cookery (101694) <i>(Note: The handling of raw meat including beef, lamb, pork, poultry, seafood and shellfish are part of the course requirements)</i>	52 Weeks	
<input type="checkbox"/>	SIT40516 – Certificate IV in Commercial Cookery (101695) <i>(Pathway incorporates: SIT30816 – Certificate III in Commercial Cookery)</i>	78 Weeks	
<input type="checkbox"/>	SIT50416 – Diploma of Hospitality Management (101696) <i>(Pathway incorporates: SIT30816 – Certificate III in Commercial Cookery and SIT40516 – Certificate IV in Commercial Cookery)</i>	104 Weeks	
<input type="checkbox"/>	General English (Beginner to Advanced) (101697)	78 Weeks	

6. DISABILITY, MEDICAL CONDITIONS OR SPECIAL NEEDS

Do you have a disability, impairment or long-term medical condition that may impact your studies?

☐ Yes ☐ No

If **YES**, please indicate the area of impairment and any support requirements

☐ Hearing ☐ Vision ☐ Mobility ☐ Medical ☐ Learning

Please note that providing information about any disability, medical condition or special need will not be a disadvantage to your application.

However, please be advised that Australian International Institute of Technology needs to assess if we can implement reasonable adjustments to accommodate your disability, impairment or medical condition in order to advise and support you appropriately.

In some cases, the support required may be at an additional cost to you.

7. UNIQUE STUDENT IDENTIFIER (USI)

Do you have a Unique Student Identifier (USI)?

☐ **Yes,** Please provide your USI details: _____

☐ **No,** Please apply for a USI via <https://www.usi.gov.au/> and provide it to Administration via admin@aiit.vic.edu.au

8. PRIOR EDUCATION / EMPLOYMENT STATUS

What is your current employment status?

☐ Full time
 ☐ Part time
 ☐ Unemployed – seeking full time
 ☐ Unemployed – seeking part time
 ☐ Not seeking employment

Have you finished Year 12?

☐ **Yes,** What is the completion year? _____

☐ **No,** What is your highest school level completed? _____

What other studies have you completed? Please tick (✓) all the options that applied to you.

Prior Education Achievement		Where did you complete this Qualification?	
<input type="checkbox"/>	Certificate I	<input type="checkbox"/> Australia	<input type="checkbox"/> Overseas
<input type="checkbox"/>	Certificate II	<input type="checkbox"/> Australia	<input type="checkbox"/> Overseas
<input type="checkbox"/>	Certificate III	<input type="checkbox"/> Australia	<input type="checkbox"/> Overseas
<input type="checkbox"/>	Certificate IV	<input type="checkbox"/> Australia	<input type="checkbox"/> Overseas
<input type="checkbox"/>	Diploma	<input type="checkbox"/> Australia	<input type="checkbox"/> Overseas
<input type="checkbox"/>	Advanced Diploma or Associate Degree Level	<input type="checkbox"/> Australia	<input type="checkbox"/> Overseas
<input type="checkbox"/>	Bachelor Degree or Higher Degree Level	<input type="checkbox"/> Australia	<input type="checkbox"/> Overseas

Prior Education Details (if applicable)

Name of Institute:

Highest Qualification Achieved:

Completion Date:

9. TRANSFERRING FROM ANOTHER AUSTRALIAN EDUCATION PROVIDER (if applicable)

Are you transferring to Australian International Institute of Technology from another Australian education provider?

☐ **Yes**, Please fill out all the relevant details below.

☐ **No**, Skip to section 10.

Name of Institute:

Name of Qualification:

Start date: / /

End date: / /

Do you have an official *Release Letter* from your previous provider? ☐ **Yes** ☐ **No**

Do you wish to apply for *Credit Transfer (CT) Exemptions*? ☐ **Yes** ☐ **No**

Do you wish to apply for *Recognition of Prior Learning (RPL)*? ☐ **Yes** ☐ **No**

If you answer **YES** to any of the above questions, please provide certified copies of all relevant documents together with this application.

Relevant documents may include but not limited to the following:

1. Release Letter
2. Testamur / Certificate
3. Statement of Attainment
4. Academic Transcript
5. USI Transcript

10. ENGLISH LANGUAGE PROFICIENCY

English Language Proficiency Examination Evidence:

☐ IELTS ☐ PTE ☐ TOEFL ☐ Other: _____

Score / Result: _____

Award Date: _____

Certified copies of relevant academic achievements (including English results) must accompany your application.

11. OVERSEAS STUDENT HEALTH COVER (OSHC)

Will you require Overseas Student Health Cover (OSHC)?

☐ **Yes**, Please specify the required type of coverage:

☐ Single

☐ Couples

☐ Family

☐ **No**, Please provide your OSHC details together with this application.

12. AIRPORT PICKUP

Will you require airport pickup?

☐ **Yes**, Please provide your flight details with at minimum ten (10) working days' notice.

Airline: _____ **Flight Number:** _____ **Arrival Date:** _____ **Arrival Time:** _____

☐ **No**

13. ACCOMMODATION REQUIREMENTS

Will you require accommodation?

☐ **Yes**, Please specify your preference:

☐ Single Room

☐ Shared Room

☐ Hostel

☐ Home Stay

☐ **No**

14. REFERRAL

Were you referred to Australian International Institute of Technology by an Education Agent?

☐ **Yes**, Please provide your Education Agent's details:

Agency name: _____

Agent's contact: _____

☐ **No**

15. APPLICATION CHECKLIST

Please ensure that the following documents are attached and support your application.

Please tick (✓) all the options that applied to you.

<input type="checkbox"/>	Certified copy of Passport
<input type="checkbox"/>	Certified copy of VISA
<input type="checkbox"/>	Unique Student Identifier (USI)
<input type="checkbox"/>	Certified Year 12 Certificate or Highest Academic Qualification
<input type="checkbox"/>	Certified copies of all Academic Records (if relevant)
<input type="checkbox"/>	Copy of your Release Letter (if applicable)
<input type="checkbox"/>	Certified copy of your Testamur, Statement of Attainment or Academic Transcript (if applicable)
<input type="checkbox"/>	Certified English Language Proficiency Examination evidence and results copy (if applicable)

16. PRIVACY NOTICE

Why we collect your personal information

As a registered training organisation (RTO), we collect your personal information so we can process and manage your enrolment in a vocational education and training (VET) course with us.

How we use your personal information

We use your personal information to enable us to deliver VET courses to you, and otherwise, as needed, to comply with our obligations as an RTO.

How we disclose your personal information

We are required by law (under the National Vocational Education and Training Regulator Act 2011 (Cth) (NVETR Act)) to disclose the personal information we collect about you to the National VET Data Collection kept by the National Centre for Vocational Education Research Ltd (NCVER).

The NCVER is responsible for collecting, managing, analyzing and communicating research and statistics about the Australian VET sector. We are also authorized by law (under the NVETR Act) to disclose your personal information to the relevant state or territory training authority.

For more information about how the Australian International Institute of Technology will handle your personal information please refer to the *Privacy policy and procedure* <https://aiit.vic.edu.au/pol-pro>.

For more information about how the NCVER will handle your personal information please refer to the NCVER's Privacy Policy at www.ncver.edu.au/privacy.

17. APPLICANT'S DECLARATION

I, the undersigned, declare that the information contained in this form is complete, factual and accurate in all respects.

I, the undersigned, understand that the provision of incorrect or false information may result in the withdrawal by Australian International Institute of Technology of any placement which may be offered.

I, the undersigned, acknowledge that I am bound by the statutes and regulations of Australian International Institute of Technology and agree to pay all Tuition Fees and Charges charged to me arising from this application and potential enrolment.

Applicant's Name:

Signature:

Date: / /

+++END+++