



# International Student Enrolment Form

Application for Enrolment			
Which course would you like to enrol into?	<input type="checkbox"/>	SIT40521 - Certificate IV in Kitchen Management	
	<input type="checkbox"/>	SIT50422- Diploma of Hospitality Management	
	<input type="checkbox"/>	BSB50820 – Diploma of Project Management.	
	<input type="checkbox"/>	BSB60210 – Advanced Diploma of Business	
Have you ever studied with Global Training Academy?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you wish to apply for Credit? If YES, certified copies of transcripts from previous qualifications must be provided with this form, along with a Credit Application Form.			<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you wish to apply for Recognition of Prior Learning? If you indicate YES, you will be contacted to discuss this further.			<input type="checkbox"/> Yes <input type="checkbox"/> No
Please tick the preferred campus location			
<input type="checkbox"/>	Bankstown Campus – Suite 1B 41- 45 Rickard Road, Bankstown NSW 2200		
<input type="checkbox"/>	Parramatta Campus – Level 1 91 George Street, Parramatta NSW 2150		
<p>Information contained in this enrolment form is used in accordance with Global Training Academy’s Privacy Policy located on our website. <a href="http://www.gtacademy.edu.au">www.gtacademy.edu.au</a></p> <p>Please complete this form in full and return to Global Training Academy, Suite 1B, 41-45 Rickard Road Bankstown NSW 2200 Australia.</p> <p>Email: <a href="mailto:reception@gtacademy.edu.au">reception@gtacademy.edu.au</a> Phone: 1300 421 914</p>			
Personal Details			
Title:	First Name:	Middle Name:	Family Name:
GENDER – <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other		Date of Birth (dd/mm/yyyy)	USI NUMBER (If you already have one):
Contact Details			
Home Phone:	Mobile Number:	Email Address:	
Residential Details			
Number and Street:			
Town/City:	State/Territory:	Postcode:	Country:



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<b>Postal Address (If Different from above):</b>			
Number and Street:			
Town/City:	State/Territory:	Postcode:	Country:
<b>Address of Residence in Australia</b>			
Number and Street:			
Town/City:	State/Territory:	Postcode:	Country:
<b>Postal Address: (If Different from above):</b>			
Number and Street:			
Town/City:	State/Territory:	Postcode:	Country:
<b>General Information</b>			
1. In which country were you born?		2. Do you speak a language other than English at home?	
		<input type="checkbox"/> Yes Please specify _____ <input type="checkbox"/> No	
3. How well do you speak English?			
<input type="checkbox"/> Very Well <input type="checkbox"/> Well <input type="checkbox"/> Not Well <input type="checkbox"/> Not at All <i>(please provide proof of English proficiency)</i>			
4. Are you of Aboriginal or Torres Strait Islander origin?			
<input type="checkbox"/> No <input type="checkbox"/> Yes, Aboriginal <input type="checkbox"/> Yes, Torres Strait Islander			
5. Do you consider yourself to have a disability, Impairment, or long-term condition?			
<input type="checkbox"/> Yes <input type="checkbox"/> No <i>(if no please go to question 7)</i>			
6. If YES – please indicate which of the following areas of disability, impairment, or long-term condition? (you may select more than one area)			
Hearing/Deaf <input type="checkbox"/> Physical <input type="checkbox"/> Intellectual <input type="checkbox"/> Learning <input type="checkbox"/> Mental illness <input type="checkbox"/> Acquired Brain Impairment <input type="checkbox"/> Vision <input type="checkbox"/> Medical Condition <input type="checkbox"/> _____ Other <input type="checkbox"/> _____			
7. What is your highest COMPLETED Level of school?		<input type="checkbox"/>	Year 12 or equivalent
		<input type="checkbox"/>	Year 11 or equivalent
		<input type="checkbox"/>	Year 10 or equivalent
		<input type="checkbox"/>	Year 9 or equivalent
		<input type="checkbox"/>	Year 8 or below
		<input type="checkbox"/>	Never attended school



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8. In what year did you complete that school level?		
9. Are you still enrolled in secondary or senior secondary education?		<input type="checkbox"/> Yes <input type="checkbox"/> No
9. Have you Successfully completed any of the following qualifications? Yes <input type="checkbox"/> No <input type="checkbox"/> (if no please go to question 10)		
(If YES, then tick ANY applicable boxes, you may indicate more than one)		
<input type="checkbox"/> Bachelor's degree or Higher Degree	<input type="checkbox"/> Advanced Diploma or Associate Degree	
<input type="checkbox"/> Diploma (or Associate Diploma)	<input type="checkbox"/> Certificate I	
<input type="checkbox"/> Certificate II	<input type="checkbox"/> Certificate III (or Trade Certificate)	
<input type="checkbox"/> Certificate IV (or Advanced Cert/Technician) <input type="checkbox"/> Other education (including certificates or overseas qualifications not listed above)		
Please List all the qualifications you have completed and attach a copy.		
1. _____	In which year and country _____	
2. _____	In which year and country _____	
3. _____	In which year and country _____	
<b>Employment – Of the following categories which BEST describes your employment status? (please tick one)</b>		
<input type="checkbox"/> Full-time employee	<input type="checkbox"/> Employed – Unpaid worker in family business	
<input type="checkbox"/> Part-time employee	<input type="checkbox"/> Unemployed – Seeking Full-time work	
<input type="checkbox"/> Self-employed – Not employing others	<input type="checkbox"/> Unemployed – Seeking Part-time work	
<input type="checkbox"/> Employer	<input type="checkbox"/> Not employed – Not seeking employment	
<b>Study Reason</b>		
<input type="checkbox"/> To get a job	<input type="checkbox"/> It is a requirement of my job	
<input type="checkbox"/> To develop my existing business	<input type="checkbox"/> I wanted extra skills for my job	
<input type="checkbox"/> To start my own business	<input type="checkbox"/> To get into another course of study	
<input type="checkbox"/> To try for a different career	<input type="checkbox"/> For personal interest/self-development	
<input type="checkbox"/> To get a better job/promotion	<input type="checkbox"/> To get skills for community/voluntary work	
	<input type="checkbox"/> Other reasons	
<b>Unique Student Identifier (USI)</b> From 1 January 2015, we Global Training Academy can be prevented from issuing you with a nationally 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 NCVER. If you have not yet obtained a USI, you can apply for it directly at <a href="https://www.usi.gov.au/students/create-your-usi">https://www.usi.gov.au/students/create-your-usi</a> on computer or mobile device.		



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VISA INFORMATION – *please ensure all details are entered clearly and correctly.*

Overseas students MUST provide evidence of English language qualifications – Minimum English language requirement is **5.5 IELTS** or equivalent. **Please note all students will still be required to undertake the internal English testing provided through Global Training Academy before commencing their selected course.**

Document Checklist for Application: **Please ensure all documents are sent through with this application form to [reception@gtacademy.edu.au](mailto:reception@gtacademy.edu.au)**

1.  Colour Copy of Passport
2.  Evidence of English Proficiency – IELTS / PTE / Other
3.  Any Qualifications Previously undertaken in Australia – Include Certificate and Transcript
4.  Previous copy of any CoE's held. Past and Current
5.  Overseas Academics
6.  OSHC Health Cover if any – Please note this is a mandatory requirement for your Student Visa and must be supplied before commencing any course with Global Training Academy

Describe your level of ENGLISH  Beginner  Intermediate  Advanced

PASSPORT NUMBER:

Have you previously held a VISA for Study in Australia?  YES  NO

Are you applying for your VISA from Australia?  YES  NO

If no, which country will you be applying for your VISA from? \_\_\_\_\_

Do you have an Education Agent or Immigration Lawyer?  YES  NO

If YES, please provide the following details:

Agent company name:

Contact person:

Agent email address:

Agent phone number:



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## Terms and conditions:

- If you are not 18 when you apply, your parent/guardian will be required to fill in your details and read and accept the Conditions of Enrolment, you must be 18 years or over once you commence the course.
- Global Training Academy is committed to ensuring we offer training opportunities to all people on an equal and fair basis. All participants who meet our entry requirements will be accepted into any of our training programs. Any questions regarding access and equity can be directed to the Chief Executive Officer.
- The information I have provided is correct and complete in every detail, and I understand that inaccuracies or omissions may result in non-acceptance or cancellation of enrolment at any time.
- I have read and understood Cancellations and Refund Policy on International Student Handbook
- Global Training Academy reserves the right to postpone or re-schedule courses due to low enrolment or unforeseen circumstances. Global Training Academy reserves the right to change fees, dates, trainer/assessor, or methods of presentation at its discretion.
- Global Training Academy guarantees that when a student has been accepted and all fees are paid, their training will be finalised by our organisation unless the student wishes to cancel.
- I am aware of the training location, campus facilities and relevant information about living in Australia.
- I have read and understood Course progress and attendance requirements from International Student Handbook including the Global Training Academy's Policy for monitoring course progress and attendance.
- I have read and understood information on Complaints and Appeals from International Student Handbook along with the Global Training Academy's Policy on Complaints and Appeals.
- I am aware that any school-aged dependants accompanying me will be required to pay full fees at a private or government school in Australia.
- I understand that I cannot change my education provider during the first six months of my course without a written letter of release from the director.
- I understand that the information collected in this form is used to determine whether my application to my preferred course will be accepted.
- Information provided on this form will also be used to administer my enrolment and to provide me with other services.
- I understand that Overseas Student Health Cover (OSHC) is compulsory for all international students while they are in Australia on a Student visa



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- I have read and accepted the terms and conditions of the fees and refund policy as described in the Pre-enrolment Information.
- I give permission for the director to review and report my training progress with representatives from the Department of Education and Training, Department of Employment and Workplace Relations and Department of Home Affairs (if applicable).
- I give permission for the review of my record as contained in the USI register:  
 YES  
 NO
- I understand that I can authorise others to receive this information only by completing a Participant Records Access Form.
- The information provided by you may be used by or on behalf of the State or Commonwealth Governments for statistical purposes, conducting surveys, enrolment, educational or strategic planning purposes.

I acknowledge that I have read and understood the information provided. I confirm that the information provided by me is true and correct. I have been offered the opportunity for Recognition of Prior Learning relating to this course and agree to the conditions set out previously. I understand that information contained in these forms may be provided to State and Commonwealth Agencies and Research Organisations and I consent to that occurring.

**STUDENT SIGNATURE:**

**DATE:**

**Student Full Name:**

Thank you for choosing Global Training Academy. All Applications will be assessed and processed within 48 Hours – If successful you will be sent through to stage 2 where a formal Letter of Offer for your review will be sent through to you which will highlight all necessary information in relation to your chosen course of study.

We here at Global Training Academy wish you the best of luck with your application.