



# ST. ALOYSIUS COLLEGE

Mercy Secondary Education Inc. A0035660B  
CRICOS PROVIDER CODE: 00871G

31 CURRAN STREET, NORTH MELBOURNE, VIC 3051 AUSTRALIA  
(PO BOX 2072 HOTHAM HILL, NORTH MELBOURNE. VIC 3051 AUSTRALIA)  
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## APPLICATION FOR ENROLMENT FOR FULL FEE-PAYING INTERNATIONAL STUDENTS

### STUDENT DETAILS

Family Name: .....  
Given Names: .....  
Date of Birth: ...../...../..... Passport No: ..... Expiry Date: ...../...../.....  
Citizenship: ..... Religion:.....  
Address of Homestay in Australia: .....  
iMobile No.:..... Telephone No: .....

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

English Only  Other (please specify) .....

### EDUCATIONAL DETAILS

Name and place of school in home country: .....  
Number of years at secondary school completed: .....  
Have you studied English language at school? YES / NO  
If YES, number of years studied: ..... Hours per day: .....  
What level of schooling are you applying for: .....  
If you are a Year 11 or 12 student, state your preferred course of study (e.g. Science, Art, Accounting, Computer)  
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### FAMILY DETAILS

Father's Family Name: ..... Given Names: .....  
Country of Birth: ..... Religion: .....  
Address in Home Country: .....  
.....  
..... Telephone No: .....  
Occupation .....  
Employer: .....  
Employer Address: .....

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

English Only  Other (please specify) .....

**What is the highest year of primary or secondary school the father has completed?** (Tick one only)  
(For person who have never attended school, mark Year 9 or equivalent or below.)

Year 12 or equivalent  Year 10 or equivalent  
 Year 11 or equivalent  Year 9 or equivalent or below

**What is the level of the highest qualification the father has completed?** *(Tick one only)*

- Bachelor degree or above
- Certificate I to IV (including trade certificate)
- Advanced diploma/Diploma
- No non-school qualifications

**What is the occupation group of the father?** *(Tick one only)*  
*(Please select the appropriate occupation group letter from the attached list.)*

- Group A
- Group C
- Group N
- Group B
- Group D

1. If the person is not currently in paid work but has had a job in the last 12 months or has retired in the last 12 months please use the group of the person's last occupation.
2. If the person has not been in paid work in the last 12 months, enter 'Group N'.

Mother's Family Name: ..... Given Names: .....

Country of Birth: ..... Religion: .....

Occupation: .....

Employer: .....

Employer Address: .....

Address in Home Country: .....

..... Telephone No: .....

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

- English Only
- Other (please specify) .....

**What is the highest year of primary or secondary school the mother has completed?** *(Tick one only)*  
*(For person who have never attended school, mark 'Year 9 or equivalent or below'.)*

- Year 12 or equivalent
- Year 10 or equivalent
- Year 11 or equivalent
- Year 9 or equivalent or below

**What is the level of the highest qualification the mother has completed?** *(Tick one only)*

- Bachelor degree or above
- Certificate I to IV (including trade certificate)
- Advanced diploma/Diploma
- No non-school qualifications

**What is the occupation group of the mother?** *(Tick one only)*  
*(Please select the appropriate occupation group letter from the attached list.)*

- Group A
- Group C
- Group N
- Group B
- Group D

1. If the person is not currently in paid work but has had a job in the last 12 months or has retired in the last 12 months please use the group of the person's last occupation.
2. If the person has not been in paid work in the last 12 months, enter 'Group N'.

Name of Guardian in Melbourne, Australia: Family: .....

Given: .....

Address: .....

..... Postcode: .....

Telephone No: ..... Language Spoken at home of Guardian: .....

Country of Birth: ..... Religion: .....

Occupation: .....

Employer: .....

Employer Address: .....

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

- English Only
- Other (please specify) .....

**What is the level of the highest qualification the guardian has completed?** (Tick one only)

- Bachelor degree or above  Certificate I to IV (including trade certificate)
- Advanced diploma/Diploma  No non-school qualifications

**What is the occupation group of the guardian?** (Tick one only)

(Please select the appropriate occupation group letter from the attached list.)

- Group A  Group C  Group N
- Group B  Group D

1. If the person is not currently in paid work but has had a job in the last 12 months or has retired in the last 12 months please use the group of the person's last occupation.
2. If the person has not been in paid work in the last 12 months, enter 'Group N'.

**THIS INFORMATION MAY BE MADE AVAILABLE TO COMMONWEALTH AND STATE AUTHORITIES AS REQUIRED BY LEGISLATION**

**FEES**

Fees for Full Fee-Paying International Students at St. Aloysius College cover all educational costs except uniform, books, stationery and Health Insurance. St. Aloysius College requires that fees are paid in advance. For students commencing in Term 1, one semester's tuition fee is payable by October 30, on confirmation of a place at the College. Fees for Semester 2 must be paid before the end of Semester 1. A deposit of \$800 (deductible from the semester's fees) should accompany this application form.

**FEE REFUND POLICY**

Fees are lodged in a separate bank account of the College and are not used by the College until the expiry of the period for which payment is made. Should a full-fee paying International student withdraw her enrolment during the academic year the following policy applies to the refund of fees:

- a) If the student fails to commence her studies after the payment of one semester's fee the fee will be refunded in full after the deduction of bank charges and administration fee. This amount is currently fixed at \$500.
- b) If the student cancels enrolment after having commenced studies at the College the following will apply:
  - I. If enrolment is cancelled by the student before the end of the first term of the semester, 50% of one Semester's fee will be refunded.
  - II. If enrolment is cancelled by the student after the commencement of the second term of the Semester no refund will apply.

**CANCELLATION OF ENROLMENT BY THE COLLEGE**

The College reserves the right to cancel the enrolment of a student for the following reasons:

- I. Refusal to comply with the rules and regulations of the College.
- II. Serious breaches of the College discipline (particularly in regard to members of staff.)
- III. Refusal to comply with the conditions of enrolment of the College.
- IV. Involvement in physical or verbal abuse of other students.
- V. Contravention of Australian Law.

**DECLARATION AND AGREEMENT**

I, ..... understand that if I am accepted at St. Aloysius College, it is my responsibility to

- obtain a passport and appropriate student visa entry to Australia,
- be responsible for my own living expenses,
- pay the required amount of fees when my enrolment for a place is confirmed,
- attend school in accordance with Australian Government visa regulations,
- comply with any requirements the School may make in respect of dress, general appearance, behaviour and participation in the School's programme of activities.

Student's Signature: ..... Date: ...../...../.....

Parent's Signature: ..... Date: ...../...../.....

**ACCIDENT DECLARATION**

In the event of illness or injury to my daughter whilst at school or on an excursion, I authorise the Principal or staff member in charge of my child, where it is impracticable to communicate with me, to consent to emergency medical arrangements on my behalf including Ambulance Service, medical, surgical or hospital treatment. I understand that I will be responsible for any expenses so incurred on behalf of my daughter.

Signature of Parent/Guardian: .....

Name of Parent/Guardian: (please print) ..... Date: ...../...../.....

Payment Details: (please tick)  Cheque (made payable to St. Aloysius College)  Cash  Credit Card

<b>OFFICE USE ONLY</b>	<b>ACCOUNT NO</b>	<b>FAMILY CODE:</b>	<b>STUDENT CODE:</b>
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## OCCUPATION GROUP

Please select the appropriate group from the following list. If you are not currently in paid work but have had a job in the last 12 months, or have retired in the last 12 months, please use your last occupation to select from the list. If you have not been in paid work for the last 12 months, enter 'N' into the 'occupation code' field on the enrolment form.

### LIST OF PARENTAL OCCUPATIONS:

#### OCCUPATION GROUP A

**Senior management in large business organisation, government administration and defence, and qualified professionals**

**Senior Executive/Manager/Department Head** in industry, commerce, media or other large organisation

**Public Service Manager** (Section head or above), regional director, health/education/police/fire services administrator

**Other administrator** [school principal, faculty head/dean, library/museum/gallery director, research facility director ]

**Defence Forces** Commissioned Officer

**Professionals** – generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others:

- *Health, Education, Law, Social Welfare, Engineering, Science, Computing* professional
- *Business* [management consultant, business analyst, accountant, auditor, policy analyst actuary, valuer]
- *Air/sea transport* [aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller]

#### OCCUPATION GROUP B

**Other business managers, arts/media/sportspersons and associate professionals**

**Owner/Manager** of farm, construction, import/export, wholesale, manufacturing, transport, real estate business

**Specialist Manager**  
[finance/engineering/production/personnel/industrial relations/sales/marketing]

**Financial Services Manager** [bank branch manager, finance/investment/insurance broker, credit/loans officer]

**Retail sales/Services Manager** [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency]

**Arts/Media/Sports** [musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sportsman/woman, coach, trainer, sports official]

**Associate Professionals** – generally have diploma/technical qualifications and support managers and professionals:

- *Health, Education, Law, Social Welfare, Engineering, Science, Computing* technician/associate professional
- *Business/administration*  
[recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager]
- *Defence Forces* senior Non-Commissioned Officer

#### OCCUPATION GROUP C

**Tradesmen/women, clerks and skilled office, sales and service staff**

**Tradesmen/women** generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesmen/women are included in this group

**Clerks** [bookkeeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/audit clerk, payroll clerk, recording/registry/ filing clerk, betting clerk, stores/inventory clerk, purchasing/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk]

#### Skilled office, sales and service staff:

- *Office* [secretary, personal assistant, desktop publishing operator, switchboard operator]
- *Sales* [company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher]
- *Service* [aged/disabled/refuge/child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor]

#### OCCUPATION GROUP D

**Machine operators, hospitality staff, assistants, labourers and related workers**

**Drivers, mobile plant, production/processing machinery and other machinery operators**

**Hospitality staff** [hotel service supervisor, receptionist, waiter, bar attendant, kitchen hand, porter, housekeeper]

**Office assistants, sales assistants and other assistants:**

- *Office* [typist, word processing/data entry/ business machine operator, receptionist, office assistant]
- *Sales* [sales assistant, motor vehicle/caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker]
- *Assistant/aide* [trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant]

#### Labourers and related workers

- *Defence Forces* – ranks below senior NCO not included above
- *Agriculture, horticulture, forestry, fishing, mining worker* [farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand]
- *Other worker* [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor]