



# Gilson College

## ENROLMENT APPLICATION

CRICOS PROVIDER CODE: 00978G

 FFPOS

Victorian Student Number:

Date:

Student ID

 **Taylors Hill Campus**

← ← Please tick the appropriate option (Taylors Hill or Mernda) → →

**Mernda Campus** 

### STUDENT DETAILS

Surname:

Given names:

Address:

Suburb:

Postcode:

Sex:

Date of birth:

Country of Birth:

Attach a current  
COLOUR  
photograph of  
applicant here.

Photo must be  
taken within the  
last three (3) months.

Class to be enrolled in:

Year commencing:  Term:

**Previous school / kinder** Name: .....

Address: ..... Phone: .....

MEDICAL PROBLEMS: Please give details of any medical problems which may affect the students school life (E.G. Asthma, Diabetics, etc.)

Family Medical Centre/  
Doctor:

Address:

Phone:

Medicare No:

Date of last  
tetanus injection:

Emergency Contact Name:  
(Other than parents/guardians)

Phone:

Relationship:

Ambulance Cover: YES  NO

Ambulance Cover  
Membership #:

OFFICE USE ONLY

OFFICE USE ONLY

- Enrolment Fee - \$200:  .....
- Acceptance Letter:  .....
- Non Acceptance Letter:  .....
- Waiting List Letter:  .....
- T.A. Letter  .....
- Learning Support/  
documentation  .....
- Readiness:  .....
- Acceptance Fee Paid:  .....

- Birth Certificate:
- Immunisation Certificate:
- Reports:
- NAPLAN Test:
- AGAT Test:
- Entered into Synergetic:
- Passport Pages (FFPOS only):
- Copy of Visa
- Laptop/iPad Form

- Application Submitted: .....
- Interview: .....
- De Registration Date: .....
- Enrolment Fee Refunded: .....
- Cash/Cheque No: .....
- \$ ..... Date Sent: .....
- PIN:  .....

## FAMILY INFORMATION (Important for applications for special grants such as ESL, etc.)

### MOTHER

### FATHER

Surname: <input style="width: 95%;" type="text"/> Given Names: <input style="width: 95%;" type="text"/> Employer: <input style="width: 95%;" type="text"/> Occupation: <input style="width: 95%;" type="text"/> Home Ph: <input style="width: 95%;" type="text"/> Work Ph: <input style="width: 95%;" type="text"/> Mobile Ph: <input style="width: 95%;" type="text"/> Marital Status: <input style="width: 95%;" type="text"/> Nationality: <input style="width: 95%;" type="text"/> Country of Birth: <input style="width: 95%;" type="text"/> Languages spoken at home: <input style="width: 95%;" type="text"/> Religion: <input style="width: 95%;" type="text"/> Email: <input style="width: 95%;" type="text"/>	Surname: <input style="width: 95%;" type="text"/> Given Names: <input style="width: 95%;" type="text"/> Employer: <input style="width: 95%;" type="text"/> Occupation: <input style="width: 95%;" type="text"/> Home Ph: <input style="width: 95%;" type="text"/> Work Ph: <input style="width: 95%;" type="text"/> Mobile Ph: <input style="width: 95%;" type="text"/> Marital Status: <input style="width: 95%;" type="text"/> Nationality: <input style="width: 95%;" type="text"/> Country of Birth: <input style="width: 95%;" type="text"/> Languages spoken at home: <input style="width: 95%;" type="text"/> Religion: <input style="width: 95%;" type="text"/> Email: <input style="width: 95%;" type="text"/>
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**NAMES OF OTHER CHILDREN:**

Name:..... Age:..... School Name: .....

Name:..... Age:..... School Name: .....

## FINANCIAL INFORMATION (office use only)

Fees: <input style="width: 95%;" type="text"/>	Primary Levy: <input style="width: 95%;" type="text"/>
Student Development Levy: <input style="width: 95%;" type="text"/>	Secondary Text Hire: <input style="width: 95%;" type="text"/>
Computer Replacement Levy: <input style="width: 95%;" type="text"/>	Parent Engagement Program (PEP): <input style="width: 95%;" type="text"/>
Uniforms: <input style="width: 95%;" type="text"/>	Transport: <input style="width: 95%;" type="text"/>
<small>(if applicable go to STUDENT TRAVEL):</small>	
Method of payment:                      BPAY <input type="checkbox"/> DIRECT DEBIT <input type="checkbox"/> EFTPOS <input type="checkbox"/> CASH/CHEQUE <input type="checkbox"/>	

## STUDENTS BORN OVERSEAS ONLY

## CRICOS PROVIDER CODE:00978G

Exact Date of Arrival in Australia: <input style="width: 95%;" type="text"/>	Level Completed in home Country: <input style="width: 95%;" type="text"/>
Visa Status (Please tick appropriate box): <input type="checkbox"/> MIGRANT <input type="checkbox"/> PERMANENT <input type="checkbox"/> RESIDENT <input type="checkbox"/> REFUGEE <input type="checkbox"/> SPECIAL ASSISTANCE CATEGORY	
COURSE CODE:                    023874D (Prep-6) <input type="checkbox"/> 002526J (7-12) <input type="checkbox"/>	
Level Completed in home Country: <input style="width: 95%;" type="text"/>	Previous Australian Schools & ESL Instruction: <input style="width: 95%;" type="text"/>
English Studied Overseas: <input style="width: 95%;" type="text"/>	Interruptions in Schooling (e.g. time spent in an English speaking or other country before coming to Australia): <input style="width: 95%;" type="text"/>
Language School Study in Australia: <input style="width: 95%;" type="text"/>	

## STUDENT TRAVEL (Fill in this part only if your child is going to travel on the School Bus)

Limited service locations for Mernda Campus; subject to availability.

AM Address: (Only complete if different to address in section 1)

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A seat on the bus is subject to availability.

## REFERENCES

Please give the name and telephone number of two non-family referees who may be contacted (eg. Teacher, Minister):

Name:	<input type="text"/>	Occupation:	<input type="text"/>	Telephone:	<input type="text"/>
Name:	<input type="text"/>	Occupation:	<input type="text"/>	Telephone:	<input type="text"/>

## ENROLMENT CHECK LIST (Please Tick)

- Enclose the student's latest academic report.
- Enclose the student's latest NAPLAN results.
- Payment of \$200 enrolment fee (non-refundable upon acceptance).
- Enclose the student's Birth Certificate.
- Enclose the student's Immunisation Certificate. (Foundation applicants only)
- Passport pages and Visa. (FFPOS only)
- Attach a current passport size photograph of the student. (For Foundation applicants only submit two passport size photos)

*The College will make copies of your original documents.*

## PERSON/S RESPONSIBLE FOR PAYMENT OF FEES

- I/We declare, to the best of our knowledge, that all the information above is true and correct.
- I/We agree that my/our child will accept the discipline and other requirements of the College.
- I/We agree to pay all tuition and other fees by the due date, pertaining to my/our child's enrolment.
- I/We realise that my/our child will be involved in a Christian College and am/are willing to uphold and support the Christian philosophy and values of the College.
- I/We have read and accept the Conditions of Enrolment.
- I/We give permission for Gilson College to contact the previous school or pre-school.

Title:  Surname:

Name:

Address:

Suburb:

Postcode:  Phone:

Mother's Signature:

Title:  Surname:

Name:

Address:

Suburb:

Postcode:  Phone:

Father's Signature:

# CONDITIONS OF ENROLMENT

In this Application for Enrolment, "College" means Gilson College and where the context permits, "our child" means the child referred to on the Application under the heading "Student Information" being the child in respect of whom this Application is made.

1. We will support the Christian ethos and philosophy of the College at all times while our child is enrolled. We will endeavour to support and uphold the principles, practices and educational policies of the College in every way. Further, we will ensure that, in after-hours meetings of College students under our jurisdiction or organised by us, the Christian principles and moral standards of the College will be upheld at all times.
2. We understand and agree that:
  - (a) Our child must abide by the College Rules in force from time to time as interpreted by the College and the continued attendance at the College is at the absolute discretion of the College Board and Administration.
  - (b) The College reserves the right to take any disciplinary action thought appropriate in relation to any student whose attitude, progress or behaviour is not, in the College's opinion, conducive to the welfare of that student or the College.
3. We recognise that the College reserves the right to amend its educational program. While every care will be taken, this may include the right to discontinue teaching subjects or adjusting other programs as deemed necessary.
4. We recognise that for our child to progress academically it is essential that he/she have confidence in the staff of the College. Therefore, we will do all in our power to see that our child respects and obeys the staff and rules of the College. If our child should experience any difficulty in the College, we will in no case complain to any other parents but will bring any necessary complaints directly to the College Administration.
5. We agree to uphold and support the high academic standards of Gilson College by providing a place at home for our child to study and giving them positive encouragement while reinforcing the necessity for the completion of home work and assignments.
6. We give permission for our child to take part in all College activities, including sports and College-sponsored trips away from the College and understand and accept that teachers will be responsible and liable for such reasonable care and protection as is normally given by parents.
7. In the event of injury or illness to our child necessitating urgent hospital and/or medial treatment including injections, blood transfusions, surgery and the like, and if the parent or guardian is not readily available to authorise such treatment, we authorise the Principal or in his absence, a member of the College staff to give the necessary authority for such treatment without the College or such person incurring any legal liability to the parent, guardian or pupil in so doing.
8. We agree to the following financial obligations:
  - a) All College fees at the scale determined and published by the College from time to time are payable and will be paid each term in advance upon an account being furnished by the College. All other College expenses incurred by our child while enrolled at the College shall be paid. Should the account be in arrears for more than one term we will contact the College immediately to make alternate arrangements. We acknowledge that should we fail to contact the College immediately the College has the authority to use a collection agency to recover outstanding fees.
  - b) Each parent or guardian as the case may be is jointly and severally liable for the payment of fees.
  - c) We agree to give at least one term's notice of our intention to withdraw our son/daughter from the College, or pay fees in lieu of due notice, except in unavoidable circumstances.
  - d) We agree to pay into the building/maintenance co-operative \$400 where other activities are not undertaken by our family during the course of the year.
9. FFPOS: If the College is unable to provide the curriculum as specified at the time of enrolment or the student's visa status is changed, a full refund will be given. Alternatively, four weeks notice must be given for any cancellation due to other reasons. A cancellation fee equivalent to 30% of a term's fee will be charged. Otherwise, a full term's tuition fee will be charged. All other tuition monies will be fully refunded.
10. We agree to actively support and to assist where possible in the life of the College program.
11. We recognise that the Conditions of Enrolment may be amended at the discretion of the College Board at any time. In so doing, we understand that due notice will be given of any such change.