

## APPLICATION FOR ENROLMENT (International Student Use)

Onshore International Student  
  Offshore International  
  Sydney CBD Campus(Castlereagh Street)  
  Sydney CBD Campus(Liverpool Street)

PERSONAL DETAILS	
Title: <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other	
Family Name:	
Given Name:	
Preferred Name:	
Date Of Birth:	Gender (M/F/X):
Country Of Birth:	
USI (Unique Student Identifier):	
Parents/Guardian Names:	
Parents/Guardian Contact No:	

STUDENT CONTACT DETAILS	
Overseas Address (if applicable):	
Current Address (in Australia):	
Street Name:	
City/Town/Suburb:	State:      Postcode:
Postal Address (if different):	
Telephone (home):	
Telephone (business):	
Mobile:	
Email:	

EMERGENCY CONTACT DETAILS	
Name:	Relationship:
Address:	
Contact Number:	
Email:	

AGENT INFORMATION (IF APPLICABLE)	
(Agent Stamp Here):	

HOW DID YOU LEARN ABOUT AIS	
<input type="checkbox"/> Agent	<input type="checkbox"/> Newspaper
<input type="checkbox"/> Friend/Relative	<input type="checkbox"/> Internet
<input type="checkbox"/> Other RTO	<input type="checkbox"/> Exhibition
<input type="checkbox"/> Other _____	

VISA DETAILS	
Nationality:	
Passport Number:	
Do you have an Australian Visa: <input type="checkbox"/> Yes <input type="checkbox"/> No	
(If yes) Country of issue:	
(If yes) Visa type: <input type="checkbox"/> Student <input type="checkbox"/> Visitor <input type="checkbox"/> Other	
(If yes) Visa expiry:	
Do you have Overseas Student Health Cover: <input type="checkbox"/> Yes <input type="checkbox"/> No	
(If yes) Provider:	Number :
Expiry Date:	
Which Visa office will you apply to for your visa:	

VISA DETAILS PLEASE ATTACH CERTIFIED COPIES OF ALL ACADEMIC TRANSCRIPTS AND COPIES OF CERTIFICATES (TRANSLATED INTO ENGLISH)	
Tertiary Qualification:	
Institute:	
Course:	
Year of Completion:	
Secondary Qualification:	
Institute:	
Course:	
Year of Completion:	
If you are currently enrolled in another institute please indicate:	
Institute:	
Course:	
Expected time to complete (month/year):	
<i>If you are currently enrolled in a similar course, you may be eligible for a credit transfer or Recognition of Prior Learning.</i>	

ENGLISH PROFICIENCY PLEASE ATTACH CERTIFIED COPY OF VALID TEST SCORES	
IELTS Score:	TOEFL Score:
Other English Score:	
Name of Language School (If applicable):	
Current English Level:	
Work Experience:	
* Do you have industry experience covered by this course?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>If yes, you may be eligible for Recognition of Prior Learning (RPL), please contact AIS staff or visit AIS website for more details. Kindly attach verified copies of documents to support a credit transfer or RPL application.</i>	

**MESSAGE COURSES***Please go to our website for course details & suitability*

Course Code	Course Name	Course Duration
<input type="checkbox"/> HLT42015	<b>Certificate IV</b> in Massage Therapy	9 Months
<input type="checkbox"/> HLT52015	<b>Diploma</b> of Remedial Massage	18 Months
<input type="checkbox"/> HLT42015 HLT52015	<b>Certificate IV</b> in Massage Therapy <b>Diploma</b> of Remedial	18 Months

**BEAUTY COURSES***Please go to our website for course details & suitability*

Course Code	Course Name	Course Duration
<input type="checkbox"/> SHB30115	<b>Certificate III</b> in Beauty Services	6 Months
<input type="checkbox"/> SHB40115	<b>Certificate IV</b> in Beauty Therapy	12 Months
<input type="checkbox"/> SHB50115	<b>Diploma</b> of Beauty Therapy	18 Months
<input type="checkbox"/> SHB50216	<b>Diploma</b> in Salon Management	15 Months
<input type="checkbox"/> SHB40115 SHB50216	<b>Certificate IV</b> in Beauty Therapy <b>Diploma</b> of Salon Management	27 Months
<input type="checkbox"/> SHB50115 SHB50216	<b>Diploma</b> of Beauty Therapy <b>Diploma</b> of Salon Management	33 Months

**MESSAGE & BEAUTY COURSE INTAKE DATES**

2019	<input type="checkbox"/> 21/01/2019	<input type="checkbox"/> 15/04/2019	<input type="checkbox"/> 08/07/2019	<input type="checkbox"/> 30/09/2019
2020	<input type="checkbox"/> 20/01/2020	<input type="checkbox"/> 13/04/2020	<input type="checkbox"/> 06/07/2020	<input type="checkbox"/> 28/09/2020
2021	<input type="checkbox"/> 18/01/2021	<input type="checkbox"/> 12/04/2021	<input type="checkbox"/> 05/07/2021	<input type="checkbox"/> 27/09/2021

**MANAGEMENT COURSES***Please go to our website for course details & suitability*

Course Code	Course Name	Course Duration
<input type="checkbox"/> BSB41515	<b>Certificate IV</b> in Project Management Practice	12 Months
<input type="checkbox"/> BSB51415	<b>Diploma</b> of Project Management	12 Months
<input type="checkbox"/> BSB61218	<b>Advanced Diploma</b> of Program Management	18 Months
<input type="checkbox"/> BSB51918	<b>Diploma</b> of Leadership and Management	12 Months
<input type="checkbox"/> BSB61015	<b>Advanced Diploma</b> of Leadership and Management	12 Months

**MANAGEMENT COURSE INTAKE DATES**

2019	<input type="checkbox"/> 21/01/2019	<input type="checkbox"/> 04/03/2019	<input type="checkbox"/> 15/04/2019	<input type="checkbox"/> 27/05/2019
	<input type="checkbox"/> 08/07/2019	<input type="checkbox"/> 19/08/2019	<input type="checkbox"/> 30/09/2019	<input type="checkbox"/> 11/11/2019
2020	<input type="checkbox"/> 20/01/2020	<input type="checkbox"/> 02/03/2020	<input type="checkbox"/> 13/04/2020	<input type="checkbox"/> 25/05/2020
	<input type="checkbox"/> 06/07/2020	<input type="checkbox"/> 17/08/2020	<input type="checkbox"/> 28/09/2020	<input type="checkbox"/> 09/11/2020
2021	<input type="checkbox"/> 18/01/2021	<input type="checkbox"/> 01/03/2021	<input type="checkbox"/> 12/04/2021	<input type="checkbox"/> 24/05/2021
	<input type="checkbox"/> 05/07/2021	<input type="checkbox"/> 16/08/2021	<input type="checkbox"/> 27/09/2021	<input type="checkbox"/> 08/11/2021

**TIMETABLE PREFERENCE**

■ For Project Management courses **BSB41515 & BSB51415 & BSB61218**  
Select your timetable preference:

Weekday Daytime  Weekday Evening  Saturday & Sunday Daytime

■ For Leadership & Management courses **BSB51918 & BSB61015** Select your timetable preference:

Weekday Daytime  Weekday Evening  Saturday & Sunday Daytime

**NB:** If you do not select your preferences AIS will enroll you automatically into any available timetabled classes.

**SPECIAL NEEDS**

AIS is committed to helping students with Special Needs. Please make any comments that may assist us in ensuring that your circumstances and or your needs are addressed by us:

**FEE REFUND POLICY AUSTRALASIA****Notes:**

- Special consideration may be given to the refund of fees in extenuating circumstances (compassionate/compelling), following a written application to the CEO.
- All Fees, Charges and Course costs are subject to change without notice please refer to the current course price list.
- Go to [www.aischool.edu.au](http://www.aischool.edu.au) and read our comprehensive AIS Refund policy.

Unsuccessful Visa application and 28 days' notice is given	Full refund of unused prepaid fees will be provided to students minus 5% or \$500 whichever is less.
Cancellation of enrolment more than 28 days prior to commencement date.	80% refund of Tuition Fees paid
Cancellation less than 28 days prior commencement date.	50% refund of Tuition Fees
Cancellation after commencement date.	No refund
Visa cancelled due to actions of student	No refund
Course cancelled by Australasia International School (provider default)	100% refund of all unused prepaid fees

**USE OF PERSONAL INFORMATION**

Information is collected on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2007; 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 2007. Information collected about you on this form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Protection Service and the ESOS Assurance Fund Manager. In other instances, information collected on this form or during your enrolment can be disclosed without your consent where authorized or required by law. Information provided will be in accordance with the Privacy Act of 1988.

**DECLARATION**

- Attached certified copies of your IELTS or English test scores score  
 Attached certified copies of your academic qualifications, work experience (if applicable) and Overseas Student Health Cover (if applicable)  
 Attached a copy of your certified passport (front and back)  
 Attached a copy of your Visa (if applicable) or birth certificate  
 Attached relevant employment documentation  
 I declare that I have read this document in its entirety and agree to its terms and conditions

I also state that:

- I have read, understood and agree to be bound by the Terms and Conditions as outlined by AIS.
- I hereby declare that the information supplied by me is true and correct.
- I have also attached the evidence of payment details of enrolment application fee.
- I have read the refund policy and agree to abide by these terms.
- I give permission that any image taken of me while I am a student can be used by the School on its websites, social media and in marketing material.

Print name: \_\_\_\_\_

Signature of applicant: \_\_\_\_\_

Date: \_\_\_/\_\_\_/\_\_\_

Please complete this form and send to: Student Services Officer  
Australasia International School (AIS) Email: [enrolment@aischool.edu.au](mailto:enrolment@aischool.edu.au)

**AIS - OFFICE USE ONLY**

Date application received	Offer ID:

Onyx Developments Pty Ltd t/a Australasia International School  
Level 14, 233 Castlereagh Street, Sydney, NSW 2000

Telephone: +61 2 8278 7232 | Email: [info@aischool.edu.au](mailto:info@aischool.edu.au) | Web: [www.aischool.edu.au](http://www.aischool.edu.au)

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