



Educating for Excellence

Australian Ideal College

Registered as Australian Ideal College Pty Ltd
RTO No.: 91679 | CRICOS Provider Code: 03053G
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Application for Enrolment

All sections of this document constitute the written agreement between the student and Australian Ideal College Pty Ltd

1. PERSONAL DETAILS (as appears on passport)

Family Name:			
Given Names:			
Date of Birth:		Gender:	Male Female Other
Town/City of Birth:		Country of Birth:	
Country of Citizenship:		Your First Language:	
Passport Number:		Passport Expiry Date:	
Do you consider yourself to have a disability or impairment?	No	Yes→	Please specify:
Have you studied at AIC before?	No	Yes→	AIC Student ID:

2. CONTACT DETAILS (Must be applicant's details)

Residential Address:	Detailed address	State/Province	Country	Postcode
Home Phone:		Mobile:		
Email Address:				
Emergency Contact Person:	Full Name:			
	Relationship to you:		Mobile:	
	Email Address:			

3. UNIQUE STUDENT IDENTIFIER [USI]

All students applying for a vocational course are required to provide USI. For detailed information about USI, including how to apply for your USI online, please go to www.usi.gov.au. Your USI: _____

4. EDUCATION AND ACADEMIC ACHIEVEMENTS*

Highest Level of Education completed	High School	College	University	Other	
Course/Award	Institution		Country	Year Started	Year Finished

Note: Applicants must attach scanned originals or certified copies of all relevant academic certificates and transcripts of previous studies in support of this application. Any documents not in English must be accompanied by an English version translated by NAATI certified translator. Certified copies must be stamped and signed by a Justice of the Peace.

5. ENGLISH LANGUAGE PROFICIENCY

Do you hold a certificate of the following English proficiency tests?					Yes	No
IELTS	PTE	TOEFL	Other	Score _____		
Have you completed any secondary or tertiary study with English as the language of instructions in Australia or any other English-speaking countries?					Yes	No
If yes, please attach scanned original or certified copies of all relevant qualifications and transcripts.						

6. VISA DETAILS

Has your visa been cancelled/refused before?	Yes	No	Number of dependents
Are you applying for a student visa?	No→	What type of visa will you be studying on at AIC?	Tourist visa Working holiday visa Other: _____
	Yes→	To which Immigration Office will you be lodging your visa application? (City) (Country)	

7. SELECT YOUR PREFERRED CAMPUS AND COURSE *(Please check the course availability before you select campus and course/s.)*

CAMPUS:	Sydney	Adelaide	Hobart
ENGLISH COURSES:			
	COURSE NAME/CODE	No. of Weeks of Study	Start Date
	General English (069362D)		
	English for Academic Purposes (066513G)		
ACCOUNTING COURSES:			
	COURSE NAME/CODE	DURATION	
	Certificate III in Accounts Administration (110036F)	26 weeks	
	Certificate IV in Accounting and Bookkeeping (109982G)	52 weeks	
	Diploma of Accounting (099404F)	65 weeks*(52 weeks packaged with CIV in Accounting & Bookkeeping)	
	Advanced Diploma of Accounting (099405E)	78 weeks*(52 weeks packaged with Diploma of Accounting)	
BUSINESS AND MANAGEMENT COURSES:			
	Certificate III in Business (Administration) (107388H)	26 weeks	
	Certificate IV in Business (Administration) (107389G)	52 weeks	
	Certificate IV in Project Management Practice (103923M)	52 weeks	
	Diploma of Project Management (104042C)	52 weeks	
	Diploma of Leadership and Management (104211B)	52 weeks	
	Advanced Diploma of Leadership and Management (107390C)	52 weeks	
	Advanced Diploma of Leadership and Management (107390C)	78 weeks	
	Graduate Diploma of Management (Learning) (106057B)	52 weeks	
HOSTIPALITY MANAGEMENT COURSES:			
	Diploma of Hospitality Management (102547E)	52 weeks	
	Advanced Diploma of Hospitality Management (102546F)	104 weeks* (52 weeks if packaged with Diploma of Hospitality Management)	
TRAVEL & TOURISM COURSES:			
	Diploma of Travel and Tourism Management (102437M)	52 weeks	
	Advanced Diploma of Travel and Tourism Management (109454J)	104 weeks * (52 weeks if packaged with Diploma of Travel & Tourism Management)	

14. ACCOMMODATION AND AIRPORT PICKUP

Do you require an airport pickup?	Yes	No
Do you require AIC to arrange accommodation for you?	Yes	No

15. MARKETING

Are you applying to AIC through an education agent?	No, applying directly →Please go to Section 16 ;	
	Yes, through an agent →Please complete the agent details below:	
<u>AGENT TO STAMP HERE:</u>	Agent's Company Name:	
	Consultant's Name:	
	Consultant's Email:	
	Consultant's Telephone:	

16. APPLICATION CHECKLIST

<p>completed all sections of this Application for Enrolment form</p> <p>enclosed a copy of qualifications including academic transcripts</p> <p>enclosed a copy of your passport bio-page</p> <p>enclosed a copy of English proficiency test</p> <p>provided other supporting documents (if applicable)</p>

17. APPLICANT'S DECLARATION

<p>I DECLARE</p> <ul style="list-style-type: none">• that the information given in this application form and supporting documents is true and correct;• that I have access to sufficient funds to cover Tuition Fee payments, living expenses and other related expenses incurred by me (and my dependents if applicable) during my enrolment at AIC;• that I have personally signed this form;• that I have read the Student Handbook on AIC website www.aic.edu.au ;• that I agree to abide by the rules of admission, enrolment and progression of AIC;• that I will inform AIC immediately of any change to the information I have given in this application form; <p>I UNDERSTAND</p> <ul style="list-style-type: none">• that I may be contacted by AIC staff in order to clarify any aspect of this application;• that AIC may obtain official records from any institutions I have previously attended;• that all documents submitted with this application become the property of AIC;• that AIC may vary or cancel any decision it has made if the information I have given is incorrect or incomplete;• the structure and content of the AIC course/s I am applying for in this application;• that upon accepting an offer from AIC, I am required to complete a minimum of 6 months study in my principal course (the highest qualification applied for); <p>I ACKNOWLEDGE AND AGREE</p> <ul style="list-style-type: none">• that if an offer is made to me, my acceptance is subject to the general terms and conditions of enrollment set out in the letter of offer. <p>Name of Applicant: _____ Signature of Applicant*: _____</p> <p>Parent/Guardian's Signature*: _____ Date: _____</p> <p><small>*For applicants under 18 years old at the time of application, a parent or guardian's signature is required.</small></p>

18. SUBMIT YOUR APPLICATION

<p>Please submit the completed Application for Enrolment form together with all supporting documents by email to info@aic.edu.au . While AIC will endeavor to process your applications within three (3) working days, actual times may vary depending on application volumes during peak periods. Please note incomplete applications will delay processing until AIC can accurately verify the applicant's eligibility for enrolment.</p>
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