



HIGHGATE
INTERNATIONAL COLLEGE

INTERNATIONAL STUDENT APPLICATION FORM

Please complete all section of this form if you are applying to Highgate International College(HIC).

Email the completed application form to admissions@hic.edu.au. Please check that you have attached all required documents before submitting your application. If the requested documents have not been submitted, the admission process will be delayed.

Applying from ☐ Off-Shore (Outside Australia) ☐ On-Shore (In Australia)

PERSONAL DETAILS

Title: Mr ☐ Mrs ☐ Miss ☐

First Name Middle Name Last Name
Date of Birth (dd/mm/yyyy) Gender M ☐ F ☐
Country of Birth Passport Number

ADDRESS (HOME COUNTRY)

Street Address
Town/City District/Region
State Postcode
Email
Phone Mobile

ADDRESS IN AUSTRALIA (IF AVAILABLE)

Street Address
Town/City
Suburb
State Postcode
Email
Phone Mobile

EMERGENCY/ PARENTS CONTACT DETAILS

Full Name Relationship
Email Phone Mobile

VISA STATUS

If you hold a current Australian Visa, provide the following information

Type of Visa: ☐ Student ☐ Visitor ☐ Working Holiday ☐ Other

Current Visa Expiry Date

DHA office

Passport Number

OVERSEAS STUDENT HEALTH COVER (INSURANCE)

Do you wish Highgate International College to organize OSHC on your behalf? ☐ Yes ☐ No

If yes, please arrange OSHC coverage for: ☐ Single ☐ Family ☐ Couple

ENGLISH LANGUAGE

Have you taken any English language proficiency tests? If yes, please specify the test(s) you have participated in the last 2 years?

☐ IELTS ☐ TOEFL ☐ PTE ☐ CAE

Other

Result of the Test

(Please attach a certified copy of the result)

CURRENT STUDIES IN AUSTRALIA

Are you currently studying in Australia? ☐ Yes ☐ No

If yes, please provide the following details

Name of Institution

Course Enrolled

Date of Commencement

EDUCATIONAL BACKGROUND

What is the highest qualification you have completed?

Completed (years)

Name of Institution

Is the highest qualification you hold, higher than the course(s) you are applying for?

☐ Yes ☐ No

If yes, briefly explain the reason for your application (provide details in the self-assessment form)

What is your current/previous role?

Vocational/Professional Work Experience (Years and Details)

SELECT THE COURSE (S) YOU WISH TO STUDY

Course

SIT40521 Certificate IV in Kitchen Management
SIT50422 Diploma of Hospitality Management
SIT60322 Advanced Diploma of Hospitality Management
BSB50120 Diploma of Business
BSB60120 Advanced Diploma of Business
ICT50220 Diploma of Information Technology (Cyber Security)
ICT60220 Advanced Diploma of Information Technology
RII50520 - Diploma of Civil Construction Design
RII50520 Advanced Diploma of Civil Construction Design
AUR30620 Certificate III in Light Vehicle Mechanical
AUR40216 Certificate IV in Automotive Mechanical Diagnosis
AUR50216 Diploma of Automotive Technology
CHC33021-Certificate III in Individual Support - Domestic

General English - ELICOS -CRICOS 117538E

Number of Weeks:

Start Date:

TimeTables:

Full Time: 20 hours per week

Morning 8:30-12:45pm Monday-Friday

Evening 4:30-9:45pm Monday-Thursday

Full Day 8:30-5pm Monday-Tuesday, Wednesday: 8:30-12:45pm

Part-Time: Only Morning 8:30-12:45pm

4 hours per week

12 12 hours per week

16 16 hours per week

INTAKE DATES

Select your preferred intake date:

☐ January ☐ April ☐ July ☐ October

APPLICATION CHECKLIST (ATTACHMENTS)

Mark and Attach all Applicable

- ☐ Complete all sections of the Application Form
- ☐ Certified/translated copies of Academic records/qualifications
- ☐ Copy of Passport
- ☐ Copy of English results
- ☐ Completed Pre-enrolment Self-Assessment
- ☐ Visa or OSHC (If you already have one)
- ☐ Provider Release (Onshore transferring students only)

HOW DID YOU HEAR ABOUT US?

- ☐ Education Agent
- ☐ HIC Website
- ☐ Social Media
- ☐ Brochure/Flyer
- ☐ Friend/Relative
- ☐ Magazine/Newspaper
- ☐ Other

RPL or CREDIT TRANSFER

Will you be applying for RPL or Credit Transfer?

Apply using the RPL & Credit Transfer Application Form separately once your enrolment is confirmed. Form available from college website or Student Services - admissions@hic.edu.au

☐ Yes ☐ No

SPECIAL NEEDS & SUPPORT

If you have any special needs or medical condition that you would like the college to be aware of, please provide the details below or provide additional information:

PAYMENT

All amounts quoted are in Australian Dollars. Course Fees may be paid in the form of cash at HIC's reception/student admin, cheque or money order. Payment may also be made by electronic funds transfer (EFT) to:

Bank: Commonwealth Bank of Australia

Account Name: Highgate International College Pty Ltd

BSB Number 066 128

Account Number: 1083 31 67

SWIFT Code: CTBAAU2S

(All EFTs must contain student name)

ACCEPTANCE

Transferring students to note that for transfer between providers the National Code Standard 7 applies. By signing this form, I acknowledge that I am 18 years and older at the time of this application and I have read and understood the information provided above. I also acknowledge that I have received the application pack and read Highgate International College course prospectus, fee schedule, relevant policies and procedures, including fee refund policy and procedure, ESOS Framework information, and received full information about my rights and responsibilities as an international student from Highgate International College or an approved Education agent (in case of enrolment through an education agent) before making the decision to enrol in the course. I confirm that I have sufficient funds to pay my tuition fees and other applicable dues during my studies. I agree to abide by the above terms & conditions. The information and documents provided by me are true and correct in all respects.

Applicant's Signature:

Date (dd/mm/yyyy):

**Parent or Guardian's
Signature:**

(For applicant under 18 years of age)

Date (dd/mm/yyyy):

Agent Details/Stamps

Company Name:

Email address:

Contact Number:

**PLEASE complete this form AND SEND IT with all the supporting documents as per the
application checklist above to:**

Email: admissions@hic.edu.au OR Post: Level 4, 251 Adelaide Terrace, Perth 6000 WA Australia

OFFICE USE ONLY

Date application received

Received by

Agent/Agency Name

Country

Application considered by

Date

Decision on Application

☐

Accepted

☐

Declined

If declined provide details

Signature

Date