



**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](mailto: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  
BSB80120 - Graduate Diploma of Management (Learning)

General English - ELICOS -CRICOS 117538E

Number of Weeks:

Start Date:

### TimeTables:

Full Time: 20 hours per week

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](mailto: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](mailto: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