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School Use Only
Form collected and checked by: Date:
Student ID:

2018 Non-Government School Student Enrolment Form Senior Secondary Courses

Section 1 Student Personal Details

Family Name:

Given Names:

Preferred Name:
(if different to given name)

Date of Birth:

Sex: Male Female

Is the student of Aboriginal or Torres Strait Islander origin? *(For persons of both Aboriginal and Torres Strait Islander origin, tick both 'Yes' boxes.)*

No Yes, Aboriginal Yes, Torres Strait Islander

In which country was the student born?

Australia Other – please specify

If other, on what date did the student arrive in Australia?

Language spoken at home:

Name of Day School/College:

Year Level at Day School/College in 2018:

SACE Registration No. (if known):

Is the student a Full Fee Paying Overseas Student? Yes No If yes, endorsement must be provided by his/her International Student Program manager (ISP) (see Section 10)

Has the student discussed this enrolment with a School of Languages Enrolment Officer? Yes No If no, please contact the School of Languages

Has the student discussed this enrolment with his/her day school/college? Yes No He/She needs his/her day school's endorsement (see Section 10)

Is the language and level for which the student is enrolling available at his/her day school/college? Yes No If yes, a letter of approval signed by his/her day school Principal must accompany this form

Does the student have a sibling studying at the School of Languages? Yes No Name of sibling:

Office use Only

Subject Selection: Enrolment Officer: Date:

Teacher: Schools Online: SACE Coord: Roll Class:

Section 2 - Parent 1/Guardian 1 (in Australia) (Enrolling Parent/Guardian)	Parent 2/Guardian 2 (in Australia)
Mr/Mrs/Ms/Other: <input type="text"/>	Mr/Mrs/Ms/Other: <input type="text"/>
Family Name: <input type="text"/>	Family Name: <input type="text"/>
Given Names: <input type="text"/>	Given Names: <input type="text"/>
Sex: Male <input type="checkbox"/> Female <input type="checkbox"/>	Sex: Male <input type="checkbox"/> Female <input type="checkbox"/>
Relationship to student: <input type="text"/>	Relationship to student: <input type="text"/>
Work Phone Number: <input type="text"/>	Work Phone Number: <input type="text"/>
Mobile Phone: <input type="text"/>	Mobile Phone: <input type="text"/>
(Contact number for Absence SMS)	Email address: <input type="text"/>
Email address: <input type="text"/>	
(The majority of school communication will be via email or SMS)	

Section 3 - Addresses

Mailing Address (Of Parent/Guardian with whom student lives)

Title and Name: <input type="text"/>	Phone Number: <input type="text"/>
Address: <input type="text"/>	<input type="text"/>
<input type="text"/>	
Suburb/Town: <input type="text"/>	Student's Mobile Phone: <input type="text"/>
Postcode: <input type="text"/>	<input type="text"/>
Student's School Email Address: <input type="text"/>	

Residential Address (If different from above)

Title and Name: <input type="text"/>	Phone Number: <input type="text"/>
Address: <input type="text"/>	<input type="text"/>
<input type="text"/>	
Suburb/Town: <input type="text"/>	
Postcode: <input type="text"/>	

If other addresses (B – Billing, H – Holiday) include them here: _____

Section 4 - Emergency Contact if Parent or Guardian cannot be contacted

Name: <input type="text"/>	Home Phone: <input type="text"/>
Relationship to student: <input type="text"/>	Mobile Phone: <input type="text"/>
	Work Phone: <input type="text"/> Ext: <input type="text"/>

Section 5 – Family Court Orders/GOM

Are there any current Court-sanctioned residency, parental responsibility or Contact orders relating to this student?
If yes, please attach a copy of the order. Yes No

Are there any current Guardianship of the Minister (GOM) orders relating to this student?
If yes, please attach a copy of the order. Yes No

Section 6 - Relevant Medical Conditions

Does the student have a diagnosed medical condition which we should be aware of? Yes No

If Yes, please specify:

If there is a Medical Plan, please attach a copy.

Section 7 - Relevant Negotiated Education Plan

Does the student have a diagnosed learning difficulty which we should be aware of? Yes No

If Yes, please specify:

If there is a Negotiated Education Plan, please attach a copy.

Section 8 - Course Details (Refer to a School of Languages Enrolment Officer, phone 8301 4800)

Complete each section and tick as appropriate.

Language enrolling in for 2018

(Language)

(Day)

Teaching Centre:

Year Level of Course: Year 11 Year 12

Length of course: Whole Year Semester 1 Semester 2

Course Type: (tick one box from one section only)

SACE:

- Beginners*
- Continuers*
- Background Speakers
- Australian Languages
- Language & Culture

International Baccalaureate:

- Ab Initio
- Language B

** Students enrolling in Beginners Chinese, French, German, Indonesian, Italian, Japanese, Korean and Spanish courses and Continuers Chinese, Japanese, Korean and Vietnamese are required to complete an eligibility form. Eligibility forms are available from the School of Languages. Enrolment is subject to eligibility.*

Eligibility form submitted with Enrolment form: Yes No Not applicable

Section 9 - Previous Language Studies

Has the student studied this Language previously? Yes No

If yes, please indicate where:

(please tick)

(specify)

School of Languages

Ethnic School

Mainstream School

Overseas

Other

In which year(s) ?

Highest Year Level studied:

Section 10 - Endorsement of Student's Day School

This day School/College endorses the enrolment of this student in the School of Languages for the language and level indicated.

For Full Fee Paying Overseas Students – endorsement must be provided by the school's ISP Manager.

Name:

Position:

Date:

Section 11 – Subject Charge and Declaration

Please complete EITHER Column A OR B

Column A – School Declaration

Please complete Column A if the student is:

A **Full Fee Paying Overseas (FFPO) student**, studying the language as a part of their subject load (free line)

Column B – Parent Caregiver Declaration

Please complete Column B if the student is:

- A **local student**, whether or not they are studying the language as a part of their subject load.
- A **Full Fee Paying Overseas** student studying the language in addition to a full subject load (no free line)

Subject Charge

The **SCHOOL** will be invoiced:
 Full Fee Paying Overseas student (SACE) - \$1,200
 Full Fee Paying Overseas student (IB) - \$1,500

Subject Charge

The **STUDENT/PARENT** will be invoiced:
 SACE student - \$120
 IB student - \$1,500
 Full Fee Paying Overseas student (SACE) - \$1,200
 Full Fee Paying Overseas student (IB) - \$1,500

School Declaration

To be completed by the Principal (or nominee) of the student's day School.

I verify that this FFPO student is studying the language as part of a subject load in 2018 (the student has a free line at their school). I have read and understood the School of Languages enrolment information.

I agree that my school is responsible for the payment of all charges.

Name:

Position:

Date:

Parent/Caregiver Declaration

To be completed by: (please tick one only)

- the parent/caregiver if the student is under the age of 18
 the student if they are under the age of 18 and living independently
 the student if they are over the age of 18

I have read and understood the School of Languages enrolment information.

I agree to pay the charge as defined by the School of Languages School Council to undertake the course of instruction, and that this charge is legally recoverable as a debt to the School Council in the event of my non-payment of those charges.

I have read and accept the above statements: Yes No

Name:

Date:

Section 12 – Agreements and Consents

Cyber-Safety Use Agreement and Acceptable Use of ICT Equipment / Devices

I/We have read and understood the Cyber-safety Use Agreement and I am/we are aware of the importance of a cyber-safe learning environment. I/We have read and agree to the Acceptable Use of ICT Equipment /Devices.

Name of student:

Name of parent/caregiver:*

**Not applicable for students living independently or students over 18*

Permission to use image, video, voice, and/or creative work of students and children

The Department for Education and Child Development (DECD) develops teaching, learning and promotional materials and publishes them in print and digitally (eg on websites). Students also publish their own materials on websites (eg school website, DECD website, Scootle™, iTunes™ or other online environments).

I DO grant permission for DECD to create/use:

Yes No

- photographs, video or audio recordings of my child; or samples of my child's work; or my child's first name

I DO grant permission to distribute them in the following locations:

Yes No

- printed publications (eg newsletters, promotional material); or secure intranet websites; or publicly accessible websites, including social media accounts

I DO also grant permission for my child to be photographed/recorded and the child's full name to be used:

by external media organisations for publication/broadcast

Yes No

for school photographs, both individually and in a group

Yes No

in the publication of the annual student information books

Yes No

Please enter your name to confirm the above declaration:

(parent/caregiver/student over 18)

Please note: These agreements will remain in force as long as you / your child is enrolled at this school. If it becomes necessary to add/amend any information or rule, you will be advised in writing. If you wish to change any of the consents please advise the school in writing.



Government of South Australia
 Department for Education and
 Child Development