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

2021 Adult Enrolment Form

Will you be 21 years of age or over on 1 January 2021? YES NO

Will you be 18 years of age or over on 1 January 2021? YES NO

Is this subject required for completion of your SACE? YES NO

Have you been out of school for 6 months or more? YES NO

***If you are 21 years of age or over and do not require this subject for your SACE, you are ineligible to enrol (Department for Education Adult Education Provision Policy). Exemptions apply to adults enrolling into Auslan and Australian Languages.**
****If you are an International Full Fee Paying Student please discuss this enrolment with the ISP Manager in your day school before attending any classes, and complete the International Full Fee Paying Student Enrolment form (purple) instead of this form.**

Section 1 - Student Personal Details

Family Name:

Given Names:

Preferred Name:
(if different to given name)

Date of Birth:

Sex Male Female

Are you of Australian Aboriginal or Torres Strait Islander origin?
(For persons of both Australian Aboriginal and Torres Strait Islander origin, tick both 'Yes' boxes.)

No Yes, Australian Aboriginal Yes, Torres Strait Islander

In which country were you born?

Australia Other please specify

If other, on which date did you arrive in Australia?

Do you speak a Language other than English at home? No, English only Yes

Main Language: Other Language(s):

What is your cultural background?

Do you study any other secondary school subjects other than this language course? Yes No

If yes, name of Day School/College:

Have you discussed your enrolment with a School of Languages Enrolment Officer?
If no, please contact the School of Languages. Yes No

Office use Only

Subject Selection: Enrolment Officer: Date:

Teacher: Schools Online: SACE Coord: Roll Class:

SPP: Date:

WWCC Screening: Expiry Date:

Section 2 - Address

Mailing Address

Title and Name:

Home Phone Number:

Address:

Work Phone Number:

Suburb/Town:

Postcode:

Mobile Phone Number:

Email Address:

(All school communication, including term reports, will be via email or SMS)

(Contact number for Absence SMS)

Section 3 - Emergency Contact

Name:

Home Phone:

Relationship to student:

Mobile Phone:

Work Phone:

Ext:

Section 4 - Medical Conditions

Do you have a diagnosed medical condition which we should be aware of? Yes No

If Yes, please specify:

If there is a Health Care Plan, please attach a copy.

Section 5 - Course Details (Refer to a School of Languages Enrolment Officer, phone 8301 4800)

Please complete each section and tick as appropriate
Language enrolling in for 2021:

(Language)

(Day)

Year Level of Course:

Stage One – Year 11

Stage 2 - Year 12

Length of Course:

Whole year

Semester One

Semester Two

Teaching Centre:

Course Type:

SACE :

Beginners*

Continuers**

Background Speakers

Australian Languages

Language & Culture

Integrated Learning

* Students enrolling in Beginners Chinese, French, German, Indonesian, Italian, Japanese, Korean and Spanish are required to complete an eligibility form. Enrolment is subject to eligibility.

** Students enrolling in Continuers Chinese, Japanese, Korean and Vietnamese are required to complete an eligibility form. Enrolment is subject to eligibility.

Eligibility forms are available from the School of Languages.

Eligibility form submitted with Enrolment form:

Yes

No

Not applicable

Section 6 - Previous Language Studies

Have you studied this Language previously? Yes No

If yes, please indicate where:

	<i>(please tick)</i>	<i>(specify)</i>
The School of Languages	<input type="checkbox"/>	
Ethnic School	<input type="checkbox"/>	<input type="text"/>
Mainstream School	<input type="checkbox"/>	<input type="text"/>
Overseas	<input type="checkbox"/>	<input type="text"/>
Other	<input type="checkbox"/>	<input type="text"/>

In which year(s)? Highest Year Level studied:

Section 7 - Subject Charges

Adult students: The following annual charges apply:

- For adult students enrolled in another school: \$150
- For all other adult students: \$350

Invoicing: For adult students enrolled in a government school who are studying a language as part of a full subject load, the day school will be invoiced. All other adult students will be invoiced directly by the School of Languages.

Section 8 – Working with Children Check (WWCC)

It is a requirement of the Government of South Australia that adult students over the age of 18 will undertake a child-related employment screening check. Enrolment in government schools is subject to the outcome of this screening process.

Criminal History Declaration:

Have you ever been found guilty of a criminal offence?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you ever been investigated for allegations of a sexual nature?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you already undertaken a WWCC screening?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If yes, please attach a copy of the results of the WWCC screening process and complete the following:

WWCC number: Expiry date:

If no, please apply online for a WWCC at screening.sa.gov.au

Confirmation of your enrolment is pending the school's receipt of your WWCC clearance.

Your enrolment will be terminated if it is determined (by Department for Education) that you present an unacceptable risk to children and young people on the site. Furthermore, the Principal of the school can require you to undergo an additional criminal history screening at any time. Continued enrolment is conditional on giving consent to such a screening.

Name: Date:

Section 9 – Subject Charge and Declaration

Please complete EITHER Column A OR B

Section 9 – Subject Charge and Declaration	
Please complete EITHER Column A OR B	
Column A – School Declaration	Column B – Student Declaration
Please complete Column A if the student is enrolled at another school.	Please complete Column B for all other adult students
Subject Charge	
The SCHOOL will be invoiced: \$150	The STUDENT will be invoiced: \$350
School Declaration	
<p>To be completed by the Principal (or nominee) of the student's day School.</p> <p>I verify that this student is studying the language as part of their SACE in 2021.</p> <p>I have read and understood the School of Languages enrolment information.</p> <p>I agree that my school is responsible for the payment of all charges.</p> <p>I have read and accept the above statements: Yes No</p> <p>Name: <input style="width: 100%;" type="text"/></p> <p>Position: <input style="width: 100%;" type="text"/></p> <p>Date: <input style="width: 50%;" type="text"/></p>	<p>I have read and understood the School of Languages enrolment information.</p> <p>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 of Languages School Council in the event of my non-payment of those charges.</p> <p>I have read and accept the above statements: Yes No</p> <p>Name: <input style="width: 100%;" type="text"/></p> <p>Date: <input style="width: 50%;" type="text"/></p>

Section 10 – Agreements and Consents

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

I have read and understood the Cyber-Safety Use Agreement and I am aware of the importance of a cyber-safe learning environment.

I have read and agree to the conditions as set out in the Acceptable Use of ICT Equipment /Devices.

Name: Date:

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

The Department for Education develops teaching, learning and promotional materials and publishes them in print and digitally (eg on websites). These are often published on websites (eg school website, Department of Education website, Scootle™, iTunes™ or other online environments).

I DO grant permission for DECD to create/use: Yes No

- photographs, video or audio recordings of me
- samples of my work
- a written comment by me.

I DO grant permission to distribute them in the following locations: Yes No

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

Any material placed on publicly accessible websites under a CC-BY-NC licence will be available to download and use. This licence is perpetual (forever), irrevocable, free, worldwide, non-exclusive and allows for the replication, distribution, display, performance and remixing of copyrighted work for non-commercial purposes, provided that the author is credited.

I DO also grant permission to be photographed/recorded by external media organisations for publication/broadcast. Yes No

Please enter your name to confirm the above declaration: Date:

Please note: These agreements will remain in force as long as you are 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.

