

## 2024 Adult Enrolment Form

Will you be 21 years of age or over on 1 January 2024?

YES

☐

NO

☐

Will you be 18 years of age or over on 1 January 2024?

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:

Gender:

Male

☐

Female

☐

Are you of Australian Aboriginal or Torres Strait Islander origin?  
(For persons of both 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:

Have you discussed your enrolment with a School of Languages Enrolment Officer?

Yes

☐

No

☐

If no, please contact the School of Languages.

#### Office use Only

Subject Selection:

Enrolment Officer:

Date:

Teacher:

Schools Online:

☐

SACE Coord:

☐

Roll Class:

SPP:

Date:



WWCC Screening Nr:

Issue 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:

Mobile Phone:

Relationship to student:

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 - Individual Learning Plans

Do you have a recognised learning difficulty which we should be aware of?

Yes

☐

No

☐

If Yes, please specify:

If there is an Individual Learning Plan, please attach a copy.

## Section 6 - 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 2024:**

(Language)

(Day)

**Year Level of Course:**

Stage One (Year 11)

☐

Stage Two (Year 12)

☐

**Length of Course:**

Whole year

☐

Semester One

☐

Semester Two

☐

**Teaching Centre:**

**Course Type: SACE:**

Beginners\*

☐

Continuers\*

☐

Background Speakers

☐

Australian Languages

☐

\* Students enrolling in Beginners Chinese, French, German, Indonesian, Italian, Japanese, Korean and Spanish courses and Continuers Chinese, Indonesian, 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 7 - Previous Language Studies

Has the student studied this Language previously? Yes ☐ No ☐

If yes, please indicate where:

(please tick)

(specify)

School of Languages

☐

Community Language School

☐

Mainstream School

☐

Other

☐

In which year(s)?

Highest Year Level studied:

### Section 8 - Subject Charges

**Adult students:** The following annual charges apply:

- For adult students enrolled in another school: \$180
- For all other adult students: \$400

**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 9 – Working with Children Check (WWCC)

It is a requirement of the Government of South Australia that adult re-entry 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 ☐ No ☐

Have you ever been investigated for allegations of a sexual nature? Yes ☐ No ☐

Have you already undertaken a WWCC screening? Yes ☐ No ☐

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

WWCC number:  Issue date:

If no, please apply online for a WWCC at [screening.sa.gov.au](https://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.

Signature:  Date:

## Section 10 – Invoicing Declaration

Please complete EITHER Column A OR B

| Section 10 – Invoicing Declaration  |  |
|---|--|
| Please complete EITHER Column A OR B  |  |
| <b>Column A – School Declaration</b><br>Please complete Column A if the student is enrolled at another school.  | <b>Column B – Student Declaration</b><br>Please complete Column B for all other adult students   |
| <b>Subject Charge</b>   | <b>Subject Charge</b>  |
| The <b>SCHOOL</b> will be invoiced: \$180   | The <b>STUDENT</b> will be invoiced: \$400   |
| <b>School Declaration</b>   | <b>Student Declaration</b>   |
| To be completed by the Principal (or nominee) of the student's day School.<br>I verify that this student is studying the language as part of their SACE in 2024.<br>I have read and understood the School of Languages enrolment information.<br>I agree that my school is responsible for the payment of all charges.<br><br>Name:<br><br>Position:<br><br>Date: | I have read and understood the School of Languages enrolment information.<br>I agree to pay the charge as defined by the School of Languages Governing Council to undertake the course of instruction, and that this charge is legally recoverable as a debt to the School of Languages Governing Council in the event of my non-payment of those charges.<br><br>I have read and accept the above statements <b>Yes</b> <b>No</b><br><br>Name:<br><br>Date: |

## Section 11 – Agreements and Consents

### Bring Your Own Device (BYOD)/Cyber Safety/Use of Information and Communication Technologies (ICT)

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 and Devices.

Name of Student:

### 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 for Education website, Scootle™, iTunes™ or other online environments).

*(Please tick DO or DO NOT for each.)*

I **DO / DO NOT** grant permission for the Department for Education to create/use:                  **DO**                  **DO NOT**

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

I **DO / DO NOT** grant permission to distribute them in the following locations:                  **DO**                  **DO NOT**

- 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 / DO NOT** also grant permission to be photographed/recorded by external media organisations for publication/broadcast.

**DO**                  **DO NOT**

Name of Student:



Government of South Australia  
Department for Education

**Please note: The permissions will continue until you revoke permission in writing to the principal of the school.**