# Sydney Art School Registered Training Application & Enrolment Form

Congratulations on your decision to study at Sydney Art School.   
Please take the time and fill in the relevant sections clearly and carefully.

|  |  |
| --- | --- |
| **APPLICATION SECTIONS** | **WHO SHOULD COMPLETE** |
| **SECTION A.1**  **STUDENT DETAILS** | All Students |
| **SECTION A.2**  **INFORMATION FOR THE NATIONAL STATISTICAL DATABASE** | All Students |
| **SECTION B**  **COURSE SELECTION & STUDENT DECLARATION** | All Students |
| **SECTION C**  **VET STUDENT LOAN APPLICATION INFORMATION** | Students seeking a VET Student Loan |
| **SECTION D**  **INTERNATIONAL STUDENTS** | International students for a Confirmation of Enrolment (CoE) to meet Australian Student Visa requirements |

## Important Information

The following resources provide important information you should be familiar with.

### Student Handbook

Before you enrol the School please read the [**Student Handbook**](https://sydneyartschool.com.au/nationally-recognised-qualifications-in-visual-arts/enrolment-form-student-handbooks). It provides you with important information on the School's policies, the enrolment process and student support and assessment.

### VET Student Loans

A VET Student Loan (VSL) helps students to cover fees for vocational education and training (VET) courses. The Australian Government has provided further details and an information booklet at <https://www.studyassist.gov.au/vet-students/vet-student-loans>

Important information specific to VSL students at Sydney Art School is available on the Schools website here

<https://sydneyartschool.com.au/nationally-recognised-qualifications-in-visual-arts/vet-student-loans>

### International Students

Important information for international students is available on the School’s website here. <https://sydneyartschool.com.au/international-students>

**PLEASE COMPLETE AND RETURN THIS FORM IN MICROSOFT WORD OR COMPATIBLE FORMAT**

**You MUST complete all fields marked with an asterisk \***

All data is confidential and is not forwarded to any other party with the exception of the national statistical database to inform future federal funding in vocational education and training.

|  |  |
| --- | --- |
| **SECTION A.1 - STUDENT DETAILS  (ALL Students to Complete)** | |
| Title\* | Choose an item. |
| Given Name\* | Click or tap here to enter text. |
| Middle Name\* | Click or tap here to enter text. |
| Family Name\* | Click or tap here to enter text. |
| Other Given Names | Click or tap here to enter text. |
| Date of Birth | Click or tap here to enter text. |
| Work Phone | Click or tap here to enter text. |
| Mobile\* | Click or tap here to enter text. |
| Home Phone | Click or tap here to enter text. |
| Email\* | Click or tap here to enter text. |
| Address Line 1 | Click or tap here to enter text. |
| Address Line2 | Click or tap here to enter text. |
| Suburb | Click or tap here to enter text. |
| State | Click or tap here to enter text. |
| Postcode | Click or tap here to enter text. |
| Parent, Guardian, Next of Kin | |
| First Name\* |  |
| Family Name\* |  |
| Email\* |  |
| Mobile\* |  |
| Work Phone |  |
| Home Phone |  |
| Relationship to You |  |
| Unique Student Identifier (USI) \* | A USI is issued to you by the Australian Government.  If you do not have USI you can create one here <https://www.usi.gov.au/students/how-do-i-create-usi> |
|  |  |
| Please Enter Your USI Here |  |

|  |  |
| --- | --- |
| **SECTION A.2 - INFORMATION FOR THE NATIONAL STATISTICAL DATABASE (ALL Students to Complete)** | |
| Are you of Aboriginal or Torres Strait Islander origin? \* | No  Yes – Aboriginal ☐ Yes – Torress Strait Islander  (For persons of both Aboriginal AND Torres Strait Islander origin, mark both “Yes” boxes) |
| Were you born in Australia? | ☐ Yes ☐ No  If No, what country were you born in? |
| Do you speak a language other than English at home? | No  Yes  If Yes please specify: |
| How well do you speak English? \* | Fluent  Average  Not well  Not at all |
| Do you have any disability, impairment or long-term condition? \* | No  Yes  If Yes Please Specify: |
| What is your highest completed school level? \* | Year 12  Year 11  Year 10  Year 9  Year 8 or lower  Did not attend school  Still at school  In which year did you complete your highest school level \_\_\_\_\_ |
| Have you successfully completed any of the following qualifications? \*  (please tick ANY applicable boxes) | Bachelor Degree or Higher Degree  Advanced Diploma or Associate Degree  Diploma (or Associate Diploma)  Certificate IV (or Advanced Certificate/Technician)  Certificate III (or Trade Certificate)  Certificate II  Certificate I |
| Of the following categories, which best describes your current employment status? \* | Employer  Self-employed – not employing others  Full-time employee  Part-time employee  Unemployed – seeking work  Unemployed – not seeking employment  Volunteer |
| Of the following categories, which best describes your main reason for undertaking this course\* (Tick one box only) | To get a job  To start my own business  To try for a different career  To develop my existing business  To get a better job or promotion  For personal interest or self-development  I wanted extra skills for my job  To get into another course of study  It was a requirement of my job  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |  |
| --- | --- |
| **SECTION B - COURSE SELECTION & STUDENT DECLARATION** | |
| **Course Selection** | CUA31120 - Certificate III in Visual Arts  CUA41320 - Certificate IV in Visual Arts   CRICOS Course Code 105808J  CUA51120 - Diploma of Visual Arts   CRICOS Course 107094M  CUA60720 - Advanced Diploma of Visual Arts   CRICOS Course 107095K |
| **Mode of Study** | ☐ Full Time ☐ Part Time |

|  |  |  |
| --- | --- | --- |
|  | Academic Year | Term |
| **Requested Start Date** |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | | | |
| **Course Fees** | Price Per Term | Estimated Duration | Total Estimated Cost |
| Certificate III - Full Time | $1875 | (1yrs /4 Terms) | $7500 |
| Certificate III - Part Time | $1250 | (2yrs /8 Terms) | $10,000 |
| Certificate IV - Full Time | $2450 | (1yrs /4 Terms) | $9,800 |
| Certificate IV - Part Time | $1350 | (2yrs /8 Terms) | $10,800 |
| Diploma - Full Time | $2450 | (1yrs /4 Terms) | $9,800 |
| Diploma - Part Time | $1350 | (2yrs /8 Terms) | $10,800 |
| Advanced Diploma - Full Time | $2450 | Time (1yrs /4 Terms) | $9,800 |
| Advanced Diploma - Part  Time | $1350 | Time (2yrs /8 Terms) | $10,800 |
|  |  |  |  |
| **International Student Levy per term.** |  |  | $500 |
| **Student Application Fee** |  |  | $150 |
| **Student LLN Test Fee** |  |  | $200 |

|  |  |
| --- | --- |
| **Payment Terms** | Course Fees are payable in advance for each term 4 weeks prior to the start of term. (Not applicable for VET Student Loans) |
| **Pay by Telephone** | 1300 278 252 MasterCard and Visa Accepted |
| **Pay Online** | [**https://sydneyartschool.com.au/enrol/certificate-and-diploma-courses/certificate-and-diploma-courses-detail**](https://sydneyartschool.com.au/enrol/certificate-and-diploma-courses/certificate-and-diploma-courses-detail) |

**Student Declaration**

|  |  |
| --- | --- |
| Language Literacy and Numeracy Requirements | |
| I do not require any assistance with LLN for the course I am choosing to undertake - Please finalise my enrolment.  \*If you have selected this option your enrolment will be processed on receipt of your completed enrolment form. | I am unsure if my LLN standard is sufficient for the level of study I am undertaking. I would like to complete a LLN assessment prior to enrolment.  \*If you have selected this option your enrolment will not be processed until an LLN assessment has been completed. SAS will be in contact with you to arrange this assessment. |

|  |  |
| --- | --- |
| I agree that I: | |
| • | have read the Student Handbook |
| • | understand and accept the course fee structure |
| • | understand and accept the refund policy provided in the Student Handbook |
| • | have read the Policy on Cancellations, Withdrawals and Deferrals |
| • | understand that the information contained in these forms may be provided to State and Commonwealth agencies and research organisations and I consent to that occurring. |
| • | understand must notify the School of any change of address while enrolled in the course |
| • | understand that completion of this course does not guarantee acceptance into a higher level qualification at Sydney Art School or any other training organisation |
| • | understand that completion of this course does not guarantee any migration or employment outcomes |
| • | This agreement, and the availability of complaints and appeals processes, does not remove the right of the student to take action under Australia’s consumer protection laws |

|  |  |
| --- | --- |
| **I certify that all details provided on these forms are correct.** | |
| Name |  |
| Signature |  |
| Dated |  |
| Name of Parent  (if Student Under 18) |  |
| Signature of Parent |  |
| Dated |  |

|  |  |
| --- | --- |
| **SECTION C - VET STUDENT LOAN APPLICATION INFORMATION**  Only Complete this Section if you wish to apply for a VET Student Loan | |
| CITIZENSHIP & RESIDENCY REQUIREMENTS | It is the School’s responsibility to verify your identity and meet the citizenship and residency eligibility for VET Student Loans  Please submit evidence of Australian Citizenship documents by providing;  Australian Passport OR  Australian Citizenship Certificate OR  IF born in Australia before 20 August 1986  YOUR Full Birth Certificate OR  IF born in Australia on or after 20 August 1986  YOUR Full Birth Certificate PLUS  proof that one of your parents was an Australian Citizen or Permanent Resident at your time of birth. (Please call to discuss documents that the school is required to collect). |
| ACADEMIC SUITABILITY REQUIREMENTS | It is the School’s responsibility to ensure students meet the academic suitability requirements for VET Student Loans  Please submit evidence of academic suitability via;  Australian Year 12 Certificate OR  ☐ evidence of successful completion of an Australian Qualifications Framework Certificate IV or higher qualification (where the language of instruction is English) OR  ☐ displaying competence at or above Exit Level 3 in the Australian Core Skills Framework in both reading and numeracy through an approved Language, Literacy and Numeracy (LLN) test.\*  \*The school can arrange for you to sit an approved LLN test. |
| TFN  AUSTRALIAN TAX FILE NUMBER | Please provide your TFN |
| CHESSN  COMMONWEALTH HIGHER EDUCATION STUDENT SUPPORT NUMBER | Please provide your CHESSN |

|  |  |
| --- | --- |
| STUDENT VSL APPLICATION DECLARATION | |
| I agree that I | |
| • | have read the information made available by the Australian Government regarding VET Student Loans (VSLs) at <https://www.studyassist.gov.au/vet-students/vet-student-loans> |
| • | have read the information made available on the School’s website regarding VET Student Loans at <https://sydneyartschool.com.au/nationally-recognised-qualifications-in-visual-arts/vet-student-loans> |
| • | Request the School to assess my eligibility for a VSL |
| • | IF eligible, request the School to initiate my application with the Commonwealth via the Electronic Commonwealth Assistance Form |

|  |  |
| --- | --- |
| Name |  |
| Signature |  |
| Dated |  |
|  | |
| FOR STUDENTS UNDER 18 YEARS OF AGE | |
| Please provide EITHER;   * Parental Consent OR * Evidence of the assessment of receipt of youth allowance via your Centrelink Income Statement | |
| PARENTAL CONSENT | |
| I am aware of the terms of this application and give consent for Sydney Art School to process this application. | |
| Name of Parent |  |
| Address |  |
| Phone Numbers | Mobile Home |
| Signature of Parent |  |
| Dated |  |

|  |  |
| --- | --- |
| **SECTION D – INTERNATIONAL STUDENTS**  Only Complete this Section if you are an International Student  seeking a Certificate of Enrolment to meet Australian Visa requirements | |
| PASSPORT DETAILS: | Please provide a copy of your Passport |
| NAME ON PASSPORT: |  |
| NUMBER: |  |
| EXPIRY DATE: |  |
| NATIONALITY: |  |
| In Australia Already? | Yes or No |
| VISA GRANT NUMBER |  |
|  | Please provide a copy of any current Visa Grant Letter |
|  |  |
| AUSTRALIAN ADDRESS & CONTACT DETAILS | |
| No and STREET: |  |
| SUBURB: |  |
| STATE: |  |
| POSTCODE: |  |
| COUNTRY: |  |
| PHONE NUMBER: |  |
| MOBILE NUMBER: |  |
| EMAIL ADDRESS: |  |
|  |  |
| ADDRESS IN HOME COUNTRY: | |
| No and STREET: |  |
| SUBURB: |  |
| STATE: POSTCODE: |  |
| COUNTRY: |  |
| PHONE NUMBER: |  |
|  |
| EMERGENCY CONTACT: |  |
| RELATIONSHIP: |  |
| ADDRESS: |  |
| CONTACT NUMBER/S: |  |
| DOCTOR’S NAME: |  |
| DOCTOR’S CONTACT NUMBER |  |

|  |
| --- |
| ENGLISH LANGUAGE PROFICIENCY REQUIREMENTS |

|  |  |
| --- | --- |
| Have you completed an IELTS assessment? |  |
| Do you have an IELTS score of 5.5 of better |  |
| Please provide evidence of this assessment |  |