

# INTERNATIONAL STUDENT APPLICATION FORM

(Application for Admission)

## SELECT COURSE(S) YOU WISH TO STUDY

Campus		Courses	Please select your preferred intake 2019
VIC	TAS		
<input type="checkbox"/>		<b>Faculty of Business, Management &amp; Marketing</b> BSB40215 - Certificate IV in Business (26 weeks) including holidays BSB50215 - Diploma of Business (52 weeks) including holidays BSB60215 - Advanced Diploma of Business (52 weeks) including holidays	<input type="checkbox"/> January  <input type="checkbox"/> February
<input type="checkbox"/>	<input type="checkbox"/>	BSB51915 - Diploma of Leadership & Management (52 weeks) including holidays BSB61015 - Advanced Diploma of Leadership & Management (52 weeks) including holidays	<input type="checkbox"/> April
<input type="checkbox"/>		BSB52415 - Diploma of Marketing & Communication (52 weeks) including holidays BSB61315 - Advanced Diploma of Marketing & Communication (52 weeks) including holidays	<input type="checkbox"/> May
<input type="checkbox"/>		<b>Faculty of Accounting</b> FNS40217 - Certificate IV in Accounting and Bookkeeping (52 weeks) including holidays FNS50217 - Diploma of Accounting (52 weeks) including holidays FNS60217 - Advanced Diploma of Accounting (52 weeks) including holidays	<input type="checkbox"/> July  <input type="checkbox"/> August
<input type="checkbox"/>		<b>Faculty of Information Technology</b> ICT50415 - Diploma of Information Technology Networking (52 weeks) including holidays ICT60215 - Advanced Diploma of Network Security (52 weeks) including holidays	<input type="checkbox"/> September
<input type="checkbox"/>		<b>Faculty of Commercial Cookery &amp; Hospitality Management</b> 2-year package, Cert III + Cert IV + Diploma SIT30816 - Certificate III in Commercial Cookery (52 weeks) including holidays SIT40516 - Certificate IV in Commercial Cookery (78 weeks) including holidays SIT50416 - Diploma of Hospitality Management (78 weeks) including holidays	<input type="checkbox"/> November

## Unique Student Identifier

Do you have a Unique Student Identifier (USI) number? <input type="checkbox"/> Yes <input type="checkbox"/> No	Please provide your USI no. _____
ALTEC can create an USI account on your behalf. Please acknowledge if you would like us to create one for you. <input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<i>Please note that it is mandatory that all International Students must have an USI number. This form is available on the USI website. Please use the following link: <a href="https://www.usi.gov.au/">https://www.usi.gov.au/</a></i>

## PERSONAL DETAILS

First Name: _____	Last Name: _____
<b>Date of Birth (DD/MM/YYYY)</b>	<b>Gender</b>
_____	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other

## Is English your first language, if not which other language do you speak at home?

<input type="checkbox"/> Yes <input type="checkbox"/> No	Other, please specify: _____
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## Marital status

<input type="checkbox"/> Married	<input type="checkbox"/> Single
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**Email ID**

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**Country of Birth****Nationality**

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**Passport Number****Date of expiry (DD/MM/YYYY)**

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*(X) Please attach copy of your passport and visa***Permanent address (in Home Country)**


**City****State/Province****ZIP/Postal**

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**Telephone (Mobile)****Telephone (Home)**

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**Address in Australia (if known)**


**City****State/Province****ZIP/Postal**

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**Telephone (Mobile)****Telephone (Home)**

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**Are you currently in Australia?****Year of arrival in Australia**

<input type="checkbox"/> Yes <input type="checkbox"/> No	
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**Which visa are you holding?**

<input type="checkbox"/> Student <input type="checkbox"/> Tourist <input type="checkbox"/> Other	<i>If other, please specify</i>
If on a student visa, please mention the issuing DIBP office	

**Visa Sub Class****Visa Expiry Date (DD/MM/YYYY)**

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**EMERGENCY / PARENTS CONTACT DETAILS****Emergency Contact / Next of Kin**

First Name	Last Name
Relationship	Contact Number

**Address in Australia (if known)**


**City****State/Province****ZIP/Postal**

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**Email**

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## ENGLISH LANGUAGE PROFICIENCY

How well do you speak English?

<input type="checkbox"/> Very Well	<input type="checkbox"/> Well	<input type="checkbox"/> Not Well	<input type="checkbox"/> Not at All
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What is the main language spoken at home?

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Please indicate if you have completed any English test within the last two (2) years

<input type="checkbox"/> IELTS	<input type="checkbox"/> TOEFL	<input type="checkbox"/> PTE	<input type="checkbox"/> CAE	<input type="checkbox"/> CAE
If other, please specify			<b>Overall Score</b>	

*(X) A certified copy of result/s must be attached*

## EQUITY AND DISABILITY

Do you have a disability, impairment or long-term medical condition which may affect your studies?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If yes, please specify the type/s of disability

<input type="checkbox"/> Hearing	<input type="checkbox"/> Physical	<input type="checkbox"/> Vision	<input type="checkbox"/> Mental Illness
<input type="checkbox"/> Intellectual	<input type="checkbox"/> Learning	<input type="checkbox"/> Medical Condition	<input type="checkbox"/> Acquired Brain Impairment
Other:	Please give a brief description about your medical condition/disability		

## EDUCATION BACKGROUND

Have you previously been a student of ALTEC College?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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SECONDARY STUDIES: What is the highest level of secondary school you have completed?

<input type="checkbox"/> Year 12	<input type="checkbox"/> Year 11	<input type="checkbox"/> Year 10	<input type="checkbox"/> Year 9	<input type="checkbox"/> Never Attended School
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Name of School/Institution

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State/Country

Year of Completion

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TERTIARY AND POSTGRADUATE STUDIES: Have you successfully completed a Degree, Diploma or Certificate?

<input type="checkbox"/> Bachelor Degree or Higher	<input type="checkbox"/> Advanced Diploma or Associate Degree	<input type="checkbox"/> Certificate IV or Advanced Certificate
<input type="checkbox"/> Certificate III or Trade Certificate	<input type="checkbox"/> Certificate Other Than Above	

Name of institution last attended

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Name of course

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Year of last enrolment

Is Qualification complete?

  	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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*(X) Please attach certified copies of all current and previous studies (including High School) that you have completed*

Are you applying for Credit Transfer or Recognition of Prior Learning (RPL)?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If yes, you will need to complete addition form/s.

## EMPLOYMENT HISTORY

Employer	From/To	Position

(X) Please attach all supporting documents and your resumé

## FINANCIAL SUPPORT

Provide a summary of your arrangements for financial support for the duration of studies in Australia

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Please note, students from assessment level three (3) may need further evidence of funds in the form of a bank statement or loan/credit approval letter.

(X) Please attach bank statement or loan/credit approval letter (if applicable)

## OVERSEAS STUDENT HEALTH COVER

Do you have an Overseas Student Health Cover (OSHC)?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Provider Name	Membership Number	Expiry Date

Do you want the College to arrange your OSHC? OSHC cover type?

<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Single	<input type="checkbox"/> Couple	<input type="checkbox"/> Family
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Please note that it is mandatory that all international students have paid for OSHC, before applying for a student visa. For more information regarding the premium and type of cover, please contact the College on [admissions@altec.edu.au](mailto:admissions@altec.edu.au)

## AIRPORT PICKUP AND ACCOMMODATION

ALTEC is contracted with the Australian Homestay Network who can arrange everything for you, including airport pick up.

Do you wish ALTEC to arrange temporary Hostel accommodation for you?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If you would like to take up residency in a homestay, please advise at time of enquiry, or at least four (4) weeks before arrival in Australia. For more information, see the Australian Homestay Network website at <https://www.homestaynetwork.org/altec-students/>

Which best describes your reason for undertaking the course?

<input type="checkbox"/> To get a job	<input type="checkbox"/> It was a requirement of my job	<input type="checkbox"/> To develop my existing business
<input type="checkbox"/> To start my own business	<input type="checkbox"/> For personal interest or self-development	<input type="checkbox"/> To get into another course of study
<input type="checkbox"/> To try a different career	<input type="checkbox"/> To get a pathway into higher education	<input type="checkbox"/> To get a better job or promotion
<input type="checkbox"/> I wanted extra skills for my job	<input type="checkbox"/> Other:	

How were you introduced to ALTEC?

<input type="checkbox"/> Education Agent	<input type="checkbox"/> ALTEC Website	<input type="checkbox"/> Magazine / Newspapers	<input type="checkbox"/> Exhibition or Seminar
<input type="checkbox"/> Facebook	<input type="checkbox"/> Friend or Relative	Other:	

If Magazine / Newspapers (Please specify)

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Name of Education Agent or Agent Stamp (if applicable)

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## APPLICATION CHECKLIST

To receive a letter of offer, please ensure you have uploaded the following documents with this application

<input type="checkbox"/> Completed all sections of the Application Form
<input type="checkbox"/> Certified copy of English test results
<input type="checkbox"/> Certified copies of previous qualifications
<input type="checkbox"/> Copy of your passport and visa (if applicable)
<input type="checkbox"/> Copy of resume detailing your work experience / employment history
<input type="checkbox"/> Evidence of funds in the form of a Bank Statement or loan/credit approval letter (only applicable to AL3 applicants)

## PAYMENT

How would you like to pay the non-refundable enrolment fee of AUD \$250?

<input type="checkbox"/> Cash (at College Reception / Administration Department)
<input type="checkbox"/> Bank Cheque or Money Order, made payable to PASS Global Pty Ltd t/a ALTEC College
<input type="checkbox"/> EFT – Electronic Fund Transfer

## ALTEC Bank Details

Bank Name	Commonwealth Bank of Australia
Account Name	Pass Global Pty Ltd t/a ALTEC College
BSB Number	063 175
Account Number	1035 0209
Swift Code	CTB AA U2S

## ACCEPTANCE

By signing this form, I acknowledge that I have read and understood the information provided above. I also acknowledge that I have read ALTEC student prospectus, marketing material, and received full information from ALTEC's Education Agent (in case of enrolment through education agent) before making a decision to enrol in the course. I agree to abide by the above terms and conditions. The information and documents provided by me are true and correct in all respects.

I declare that I am a Genuine Temporary Entrant (GTE) and a Genuine Student and that I have read and understood the conditions in relation to these requirements as defined on the following website: <https://www.border.gov.au/Trav/Stud/More/Genuine-Temporary-Entrant>

I understand that if ALTEC forms the opinion that I am not a Genuine Temporary Entrant, they may refuse to assess my application, withdraw an offer or cancel my confirmation of enrolment.

I am aware of the estimated total course fees at ALTEC and living costs for my stay in Australia. I understand that the total course fees do not cover the costs of books, materials, field trips or any additional cost related to my course, unless otherwise specified.

I declare to have sufficient funds to support myself and my family members (if applicable) for the TOTAL period of my stay in Australia including proposed course fees for myself and any school-aged family members, Overseas Student Health Cover, living costs and travel costs, regardless of whether my dependents intend to accompany me in Australia.

NOTE:

- Applications from Assessment Level three (3) countries need to complete the ALTEC GTE form in addition to this application form. A video interview may also be required.
- Applicant to note that for transfer between providers the National Code Standard 7 applies.
- You understand that you can pay full course fee if you wish to, but are not required to pay more than 50% upfront.

Signature

Date (DD/MM/YYYY)

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