



# International Student Enrolment Form

Onshore International Student  Offshore International Student

## Part A - Personal Details (1-10)

1 **Surname/Family Name** (As printed on your passport)

2 **Given Name** (As printed on your passport)

3 **Title** Mr.  Ms.  Other   
Mrs.  Miss

4 **Preferred Name**

5 **Gender** Male  Female

6 **Date of Birth** Day / Month / Year

7 **Country of Birth**

8 **Passport Number**

9 **Date of expiry** / /

10 **USI** (Unique Student Identifier)

## Part B - Contact Details (1-9)

1 **Current Address**  
  
Suburb State Postcode

2 **Address** (Home Country if Applicable)  
 Postcode

3 **Postal Address** (if Different)  
 Postcode

6 **Mobile**

7 **Email**

8 **Telephone** Country code / Area code / Number

9 **Emergency Contact Details**

Name	Relationship
Address	
Contact Number	Email

## Part C - Course Preference

(You May Choose More Than One Course e.g. Certificate and Diploma)

ELICOS	CRICOS Code	Week
<input type="radio"/> English for Academic Purposes (Upper Intermediate to Advanced)	098027A	<input type="radio"/> 12 Upper Intermediate <input type="radio"/> 12 Advanced
<input type="radio"/> General English (Elementary to Advanced)	098026B	<input type="radio"/> 12 <input type="radio"/> 24 <input type="radio"/> 36 <input type="radio"/> 48 <input type="radio"/> 60 <input type="radio"/> ___ others

Hospitality Courses	CRICOS Code	Week
<input type="radio"/> SIT40516 Certificate IV in Commercial Cookery	093032M	75
<input type="radio"/> SIT50416 Diploma of Hospitality Management	094319K	62
<input type="radio"/> Package Course Certificate IV in Commercial Cookery Diploma of Hospitality Management	Package Course	104

Business Courses	CRICOS Code	Week
<input type="radio"/> BSB80215 Graduate Diploma of Strategic Leadership	093020D	52
<input type="radio"/> BSB51915 Diploma of Leadership and Management	089458G	49
<input type="radio"/> BSB61015 Advanced Diploma of Leadership and Management	090723G	49
<input type="radio"/> BSB50215 Diploma of Business (Articulation with Top Education Institute Bachelor of International Business)	089457J	30

## Part D - Intake Details

**Campus** Sydney City  Melbourne   
Sydney Parramatta  Gold Coast

2018	2019	2020
<input type="radio"/> 08 JAN	<input type="radio"/> 07 JAN	<input type="radio"/> 13 JAN
<input type="radio"/> 12 FEB	<input type="radio"/> 11 FEB	<input type="radio"/> 17 FEB
<input type="radio"/> 02 APR	<input type="radio"/> 01 APR	<input type="radio"/> 06 APR
<input type="radio"/> 07 MAY	<input type="radio"/> 06 MAY	<input type="radio"/> 11 MAY
<input type="radio"/> 25 JUN	<input type="radio"/> 24 JUN	<input type="radio"/> 29 JUN
<input type="radio"/> 30 JULY	<input type="radio"/> 29 JULY	<input type="radio"/> 03 AUG
<input type="radio"/> 17 SEP	<input type="radio"/> 16 SEP	<input type="radio"/> 21 SEP
<input type="radio"/> 22 OCT	<input type="radio"/> 21 OCT	<input type="radio"/> 26 OCT

## Part E - Visa Details (1-7)

1 **Nationality**

2 **Do you have an Australian Visa** Yes  NO

3 **Country of Issue** (if Yes)

4 **Visa Type** (if Yes) Student  Visitor  Other

5 **Do you have Overseas Student Health Cover** Yes  NO

6 **Provider** (if Yes)  **Number**

7 **OSHC Expiry Date** (if Yes) Day / Month / Year

Information correct at time of printing. Subject to change without notice. Please contact CBC for any additional information.

INTAKE DATES

## Part F - English Proficiency (1-2)

(Please attach certified copy of valid test scores)

(IELTS, TOEFL, PTE)

1	Test Name	Year of Test	Score
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2 Other (if Applicable)

## Part G - Academic Details (1-5)

Please attach certified copies of all academic transcripts and certificates (translated into English).

1 What is your highest COMPLETED education level?  
(Tick ONE only)

- |   |   |
|---|---|
| <input type="radio"/> Year 11 or equivalent | <input type="radio"/> Year 12 or equivalent |
| <input type="radio"/> Certificate I         | <input type="radio"/> Certificate II        |
| <input type="radio"/> Certificate III       | <input type="radio"/> Certificate IV        |
| <input type="radio"/> Diploma/              | <input type="radio"/> Advanced Diploma/     |
| <input type="radio"/> Associate Diploma     | <input type="radio"/> Associate Degree      |
| <input type="radio"/> Bachelor Degree       | <input type="radio"/> Postgraduate Degree   |
| <input type="radio"/> Other _____           |   |

2 If you are currently enrolled in another institute please indicate:

Institute
Course Expected time to complete

3 Do you require a release from your current provider? Yes  NO

4 Have you been employed in the area covered by the course applied for? Yes  NO

5 Are you seeking RPL or RCC/Credit Transfer for studies completed Yes  NO

(If yes, then please download and submit with your application a completed "Course Credit/RPL Application Form")

## Part H - Application Checklist

(Please attach the following documents to this application)

- Certified copies of your IELTS or English test scores score
- Certified copies of your academic qualifications, work experience (if applicable) and Overseas Student Health Cover (if applicable)
- Copy of your certified passport (front and back)
- Relevant employment documentation

please complete this form and send to:  
Administrative Officer Choice Business College (CBC)  
Email: [enrol@cbc.edu.au](mailto:enrol@cbc.edu.au)

**Sydney City.**  
S301 & 701, 541-543 Kent Street,  
Sydney, NSW 2000

**Sydney Parramatta.**  
Level 5, Suite 2, 460 Church Street,  
Parramatta, NSW 2150

**Melbourne.**  
Level 6, 341 Queen Street, Melbourne,  
VIC 3000

**Gold Coast.**  
G104/ G105 Australia Fair, Southport,  
QLD 4215

## OFFICE USE ONLY

ACCEPTED BY CHOICE BUSINESS COLLEGE

## Part I - STUDENT DECLARATION

- I have a genuine intention to undertake the course(s) for which I have applied
- I understand that by signing this application form, I may be sent a Formal Letter/s of Offer/Written Agreement Contract from Choice Business College if all of the admission requirements are met.
- I authorise Choice Business College to contact me by SMS, Email or phone.
- I authorise Choice Business College to verify any information I have provided on this form.
- I understand that CBC is required to submit data sourced from this enrolment form to national VET administrative collection as a regulatory reporting requirement. The information may be used by CBC or Commonwealth and State agencies for administrative, regulatory and/or research purposes.
- I am aware I must abide by visa conditions throughout my enrolment period in Australia including maintaining attendance and course progress.
- I have genuine access to sufficient funds whilst in Australia, to meet my financial commitments to CBC and cover all tuition, Overseas Student Health Cover and living expenses for myself and any dependants.
- I understand Tuition and Non Tuition fees may change during my course.
- I have been provided with Pre-enrolment information including the Choice Business College International Student Handbook & marketing information containing: entry requirements for the course including English language, academic requirements, work experience and course credit/RPL applicable; course content, duration, qualification/s on completion, modes of study and assessment methods; Choice Business College campus locations, Choice Business College general description of facilities, equipment, learning and library resources; course related fees; the Choice Business College Refund, Deferment, Suspension and Cancellation Policies; A description of the ESOS Framework; Costs of living in Australia, Accommodation options, and obligations of schooling for any school aged dependents I may have.
- I am aware I can obtain additional copies of the International Student Handbook, Policies, Procedures and Marketing Information from the Choice Business College WEBSITE: [www.cbc.edu.au](http://www.cbc.edu.au)

Applicant Name

Applicant's Signature

Date  Day /  Month /  Year

## Part J - Agent Information & Declaration

- I have provided all relevant and required information to the applicant to enable them to make an informed decision about their chosen course
- I am satisfied that to the best of my knowledge the applicant has genuine intentions to complete this program and has the financial capacity to pay for the course and living expenses for the duration of the course
- I am aware that there are implications to Choice Business College and my agency where a student's visa is refused because they do not meet the Genuine Temporary Entrant (GTE) requirement by signing this form, I am stating that I understand the declarations above and that as far as I am aware the applicant is genuinely committed to complete the course.

Agency Name

Agent's Signature

Date  Day /  Month /  Year

AGENT STAMP

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