

## 1. Personal Details

Family Name: \_\_\_\_\_ Given Name/s: \_\_\_\_\_

Date of Birth (DD/MM/YYYY): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Gender:  Male  Female

Place of Birth: \_\_\_\_\_ Nationality: \_\_\_\_\_ Language(s) spoken at home: \_\_\_\_\_

Passport Number: \_\_\_\_\_ Passport Expiry Date (DD/MM/YYYY): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

If on a current visa: Visa Type: \_\_\_\_\_ Visa Number: \_\_\_\_\_

Visa Expiry Date (DD/MM/YYYY): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Current institute: \_\_\_\_\_ Course: \_\_\_\_\_

## 2. Contact Details

Current Home Address \_\_\_\_\_

\_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Permanent Overseas Home Address \_\_\_\_\_

\_\_\_\_\_ Country: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

## 3. Other Details

Do you suffer from any medical condition / disability that may affect your studies?

No  Yes (Please specify below)

Hearing/Deaf  Physical  Intellectual  Learning  Mental illness  Acquired brain impairment  Vision

Medical condition  Other: \_\_\_\_\_

If you have a disability, would you like to receive advice on support services, equipment and facilities which may assist you?

No  Yes (Please specify below)

\_\_\_\_\_

Do you suffer from any any allergies that could require any medical assistance?

No  Yes (Please specify below)

\_\_\_\_\_

## 4. English Proficiency

**Please provide details of your English Proficiency result and/or training & attach supporting documentation.**

Institution: \_\_\_\_\_ Number of weeks: \_\_\_\_\_ Year Completed: \_\_\_\_\_

IELTS (Academic)  TOEFL  Others (Please specify): \_\_\_\_\_ Score\* \_\_\_\_\_

\* If you do not have an English Language ranking equivalent of IELTS 5.5 and you wish to study at CA, you will be required to take up additional English for Academic Purpose (EAP) program which is designed to prepare students with the English skills required prior to commencement at CA.  
\* Please ensure that your IELTS test was completed within the last 12 months.

## 5. Start Date Selection

**Please select the dates you would like to study. For courses details, fees, and delivery options, please refer to CA website <http://coderacademy.edu.au>**

### 2018 Intakes

19 February 2018  20 August 2018

## 6. Campus Location

Please select the campus you would like to study at.

Sydney

Melbourne

\* Brisbane is not available for international student enrolments

## 7. Overseas Student Health Cover (OSHC)

The Department of Immigration and Border Protection requires international students to maintain Overseas Student Health Cover (OSHC) for the duration of student visa (e.g. visa length cover) in Australia. You could choose to organise this on your own, or through CA's preferred OSHC provider, Medibank Private offers competitive premiums, quality service and excellent customer care.

Would you like CA to organise Overseas Student Health Cover (OSHC) on your behalf?

No  Yes

## 8. Additional Student Data

The Australian Government requires CA to collect additional student data for statistical records. Please complete the form and hand in to student services within 48 hours of receipt. The form is confidential and will only be used for data purposes.

### Language and Cultural Diversity

1. In which country were you born?  Australia  Other: \_\_\_\_\_

If other, what year did you arrive in Australia? If applicable \_\_\_\_\_

2. Do you speak a language other than English at home?

(If more than one language, indicate the one that is spoken most often)

English only (go to question 4)  Other language: \_\_\_\_\_

3. How well do you speak English?  Very Well  Well  Not Well  Not at all

### Schooling

4. In which YEAR did you complete high school? Year (YYYY): \_\_\_\_\_

### Employment

5. Of the following categories, which BEST describe your current employment status? (Tick ONE box only)

- |  |   |
|--|---|
| <input type="checkbox"/> Full-time employee                  | <input type="checkbox"/> Employed- unpaid worker in a family business |
| <input type="checkbox"/> Part-time employee                  | <input type="checkbox"/> Unemployed- seeking full-time work           |
| <input type="checkbox"/> Self Employed- not employing others | <input type="checkbox"/> Unemployed- seeking part-time work           |
| <input type="checkbox"/> Employer                            | <input type="checkbox"/> Not employed- not seeking employment         |

### Study reason

6. Of the following categories, which BEST describes your main reason for undertaking this course? (Tick ONE box only)

- |   |  |
|---|--|
| <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"/> I wanted extra skills for my job          |
| <input type="checkbox"/> To start my own business         | <input type="checkbox"/> To get into another course of study       |
| <input type="checkbox"/> To try for a different career    | <input type="checkbox"/> For personal interest or self-development |
| <input type="checkbox"/> To get a better job or promotion | <input type="checkbox"/> Other reasons                             |

### Education level of parents or guardians

7. Please answer for up to two people who, during all (or most) of your school years, were your parents or guardians. If you have more than two, answer for the two you have spent the most time with.

#### Parent/ Guardian 1

Male  Female

What's the highest level of education completed?

- Postgraduate qualification  
 Bachelor degree  
 Other post-school qualification (e.g. associate degree, diploma, etc)  
 Completed Year 12 schooling\*  
 Completed Year 10\*, and continued at school  
 Didn't complete Year 10\*  
 Completed Year 10\* and left school  
 Don't know \*or equivalent

#### Parent/ Guardian 2

Male  Female  No parent/guardian

What's the highest level of education completed?

- Postgraduate qualification  
 Bachelor degree  
 Other post-school qualification (e.g. associate degree, diploma, etc)  
 Completed Year 12 schooling\*  
 Completed Year 10\*, and continued at school  
 Didn't complete Year 10\*  
 Completed Year 10\* and left school  
 Don't know \*or equivalent

## 9. Terms & Conditions

### a. Payment of Fees

- Full payment of fees specified as the first instalment on the letter of offer from CA must be received by the due date on the letter of offer from CA.
- For on-going students, any additional instalment fees must be paid by the date specified by CA.
- Fees are subject to change. However, fees detailed in a letter of offer issued before the date of change will be honoured by CA for the period/course stated on the letter of offer.

Students repeating units of study will be required to pay for such repeated units.

### b. Visa Application Refused (Overseas Students)

Student is entitled to a full refund of tuition fees when the student provides CA evidence from the Australian Department of Immigration and Border Protection (DIBP) that the student's visa was refused before their first entry to Australia.

### c. Notice of Withdrawal:

If a student intends to withdraw, they must apply in writing to the Administrator: stating their name, student number and contact details; stating their course(s) and commencement date; and stating their reason for withdrawal. International students wishing to discontinue their study in Australia must provide evidence of their student visa cancellation. Notices must include required evidence and are not effective until received by CA.

#### Prior to commencement:

- If the student gives at least 4 weeks' notice of withdrawal from the course(s) before the commencement date, the student would be eligible for a refund of paid tuition fees minus 35% of the total tuition fees for all enrolled courses.
- If a student does not give at least 4 weeks' notice of withdrawal from the course(s) before the commencement date, the student would be eligible for a refund and paid tuition fees minus 45% of the total tuition fees for all enrolled courses.

#### After commencement:

If the student requests to withdraw from the course(s) on or after the commencement date of the initial course, there will be no refund of fees. When a student is enrolled in packaged courses, no refund will be granted for a cancellation or withdrawal of any part of the package after commencement of the first course. The balance of outstanding fees for all packaged courses may be immediately payable.

All applications for refunds must be made in writing stating the reasons and include required evidence to the Administrator. Students are bound by the conditions of their respective visas when changing their education provider. Students who change provider are regarded as students withdrawing after commencement of their program. When granted, refunds will be paid to the person that originally paid the fees to CA within 4 weeks of written notification.

### d. Provider Default

In the unlikely event of default by CA, a refund of all tuition fees paid on a pro-rata basis within two weeks of the date of default. The student is entitled to receive a statement explaining the refund calculation. Provider default can include the course not starting on the agreed starting day, the course ceasing to be provided at any time after it starts but before it is completed, and the course being discontinued before the student's scheduled completion. This agreement does not remove the right to take further action under Australia's Consumer Protection Laws nor does it prevent the student from pursuing other legal remedies.

### e. Indemnity and release

I, the student, whose name appears in this application, am aware that certain risks and dangers may be associated with study and participation in associated activities including, but not limited to, participation in optional sporting or recreational activities and travel. In consideration of CA accepting my application for enrolment as a student, I agree that I will not hold CA responsible or liable for and will not make any claim against CA for any injury, damage or loss to person or property which I may suffer as a result of, or in connection with, or during the period of:

- Attendance at CA and/or,
- Participation in any activities whether educational, social, recreational or otherwise, conducted or arranged by or on behalf of or arrangement with CA or in any other way associated with CA and/or,
- Whilst in accommodation arranged for me by CA on behalf of myself, my executors, administrators and assigns I hereby release CA from all liability to myself or to any other person for any such injury, damage or loss to person or property and from any actions, claims or demands which, if I had not entered into this Agreement, I might hereafter have been entitled to take or make against CA in respect of any such injury damage or loss and I hereby indemnify CA against any such liability. I agree that this Agreement shall be governed in all respects by and interpreted in accordance with the law of the Commonwealth of Australia.

### f. Students under 18 years of age

This application should be signed by a parent or guardian. I hereby request CA to enrol the student who has signed this Agreement as a student of CA. In consideration of CA agreeing to such enrolment, I hereby indemnify CA against any liability for any injury damage or loss of the type referred to in such agreement suffered by the student and against any actions claims and demands which may be made against CA by the student or by any other person by reason of any such injury, damage or loss suffered by the student.

### g. Privacy statement

Information on this application form will be used, where applicable, for the purposes of assessing a student's application, accepting a student's enrolment, assessing welfare needs (if any), processing and advising a student of their assessment results and other communications to a student as required. Personal information may be collected from, or disclosed to, relevant bodies for the verification of a student's previous qualifications, and it may be made available to Commonwealth and State agencies and the Fund Manager of the ESOS Assurance Fund. CA is required by legislation to inform DIAC of certain changes to a student's enrolment and any breach by a student of a student visa condition relating to attendance or satisfactory academic performance. A student has a right to access personal information that CA holds about them, subject to legislation. If a student wishes to access or inquire about the handling of their personal information, please contact CA.

## 10. Application Declaration

- I declare that the information submitted with this Application Form is true and complete. I further declare that any tertiary academic results submitted are a complete record of all results that I have obtained from every tertiary institution I have attended.
- I understand that at the time of enrolment I may be required to supply originals of all documents used to support this application.
- I authorise CA to access the Australian Immigration Visa Entitlements Verification Online (VEVO) system at any time to obtain information on my visa status.
- I declare that I am a genuine temporary entrant and genuine student and that I have read and understood conditions relating to these requirements ([www.immi.gov.au](http://www.immi.gov.au)).
- I am aware of the tuition and living costs of my stay in Australia and have the financial capacity to meet such costs for the duration of my program. I will make timely payments of any fees or associated costs.
- I have read and accept the Terms and Conditions, the Indemnity and Release and Privacy statement as set out on the reverse and by signing I authorize CA to pay out amounts payable by me in accordance with my enrolment.
- I declare that my signature is true and correct, and matches the signature in my passport.

I am over 18 years of age

\_\_\_\_\_ / /  
Signed (Student) Date (DD/MM/YYYY)

For an applicant under age of 18:

I, the parent/guardian of the applicant hereby consent to this application for study.  
\_\_\_\_\_/\_\_\_\_\_  
Signed (Parent/Guardian)\* Date (DD/MM/YYYY)

Parent/ Guardian Details (If applicant is under 18)

Name: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Mobile: \_\_\_\_\_  
Email: \_\_\_\_\_

## 11. Privacy Statement & Data Collection

### Student Declaration

#### Privacy Notice

Under the Data Provision Requirements 2012, Academy of Information Technology and its trading entities may be required to collect personal information about you and to disclose that personal information to Australian government agencies.

Your personal information (including the personal information contained on this enrolment form and your training activity data) may be used or disclosed by Academy of Information Technology and its trading entities for statistical, regulatory and research purposes. Academy of Information Technology and its trading entities may disclose your personal information for these purposes to third parties, including:

- Employer – if you are enrolled in training paid by your employer;
- Department of Home Affairs;
- Department of Education and Training FEE-HELP Branch;
- Commonwealth and State or Territory government departments and authorised agencies;
- Organisations conducting student surveys; and
- Researchers.

Personal information disclosed to Commonwealth and State or Territory government departments and authorised agencies may be used or disclosed for the following purposes:

- Issuing a transcript of results or qualification, and populating authenticated academic transcripts;
- facilitating statistics and research relating to education, including surveys;
- understanding how the Australian education market operates, for policy, workforce planning and consumer information; and
- administering Higher Education, including programme administration, regulation, monitoring and evaluation;
- administering FEE-HELP loan scheme; and
- purposes of issuing visas and monitoring visa compliance.

You may from time to time receive student survey's which may be administered by a govt department or authorised agency, or third party contractor. You may opt out of the survey at the time of being contacted.

You may receive marketing information from Academy of Information Technology or its subsidiary brands from time to time. You may opt out at the time of being contacted.

Academy of Information Technology or its subsidiary brands will collect, hold, use and disclose your personal information in accordance with the Privacy Act 1988 (Cth), and the privacy and data collection/protection laws of the UK, USA and EU.

#### Student Declaration and Consent

I declare that the information I have provided to the best of my knowledge is true and correct.

I consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice above.

STUDENT SIGNATURE [or electronic acknowledgement]

.....

[DATE] .....

PARENT/GUARDIAN SIGNATURE [or electronic acknowledgment]\*

.....

[DATE] .....

\*Parental/guardian consent is required for all students under the age of 18.