APPLICATION FORM

CRICOS Provider Code 03866C | TEQSA ID PRV14323

This application form is for use by international students only. Please read this form before completing your application and retain a copy for your reference. All sections of this document constitute the written agreement between the student and Sydney Institute of Higher Education Pty Ltd (SIHE). Please note that where certified documents are required, these documents must be certified in accordance with the Certification Guidelines available online at sydneyinstitute.edu.au/policies

Are you? ☐ Overseas Student Outside Australia (Offshore) ☐ Overseas Student in Australia (Onshore)

PERSONAL DETAILS

Have you previously applied to study at SIHE? ☐ Yes ☐ No

If yes, what is your previous SIHE Offer No. or Student ID No.?

Title Student Full : ☐ Mr ☐ Ms ☐ Miss ☐ Mrs

Name: First Name | Middle Name | Last Name

Date of Birth : DD MM YEAR

Gender: ☐ Male ☐ Female

If you are under 18 at the time of the application, we will require an official guardian signature.

E-mail : Your Personal Email (not your Agent's Email)

Country of Birth :

Nationality :

Marital Status : ☐ Single ☐ Married

Number of Dependents:

Passport No.:

Passport Expiry Date:

Have you ever received a Visa Refusal/Cancellation letter from Australia or any other country? ☐ Yes ☐ No

If yes please provide details

Do you consider yourself to have a disability, impairment or long-term condition? ☐ Yes ☐ No ☐ Prefer not to say

If yes, would you like to receive advice on support services, equipment and facilities which may assist you? ☐ Yes ☐ No

Why have you chosen to study your course at Sydney Institute of Higher Education?

Has it been more than 1 year since you completed your previous studies? ☐ Yes ☐ No

If yes, please provide the reasons why there is a gap in your studies including why you did not maintain enrolment.

Are you currently employed? ☐ Yes ☐ No

If yes, please provide the details of your current employer, period of employment and details of your position. You may wish to attach a copy of your resume.

What ties do you have to return to your home country?

What are your employment opportunities upon course completion?

OVERSEAS ADDRESS (*MANDATORY FOR INTERNATIONAL APPLICANTS*)

Country :

Street Number :

Street Name :

Postcode :

Mobile Phone :

Building/Property Name :

Flat/Unit Details :

City/Town/Suburb :

State :

CURRENT ADDRESS *(IF DIFFERENT FROM OVERSEAS ADDRESS)*

Country :

Street Number :

Street Name :

City/ Town/ Suburb :

State: :

Mobile Phone :

EMERGENCY CONTACT PERSON

You must provide the details of a family member or close friend an your emergency contact person.

Name :

Relationship :

Telephone No. :

Address :

Email :

USI: UNIQUE STUDENT IDENTIFIER

Please enter your USI (if known).

You can apply for your Australian USI here - usi.gov.au/students/get-a-usi

Do you give consent to SIHE to obtain a USI on your behalf? ☐ Yes ☐ No

ENGLISH LANGUAGE PROFICIENCY

Is English your main language? ☐ Yes ☐ No

If no, what is your language spoken at home?

Was English the language of instruction in previous secondary or tertiary studies? ☐ Yes ☐ No

If you do not meet the English Entry Requirements, you give consent to SIHE to prearrange an ELICOS package with Australian Ideal College (CRICOS CODE 03053G) in order to meet the admissions criteria of the selected program. You consent to us sharing your personal information with Australian Ideal College for the sole purpose of arranging an ELICOS package. You may receive a second offer from Australian Ideal College with enrolment, payment, and other details. You will be required to accept this offer and make a direct payment to Australian Ideal College and will receive a separate CoE for the ELICOS package.

Have you completed a test of English Language Proficiency? ☐ Yes ☐ No

The date of your English Language Proficiency test must be less than 2 years old at the time of making this application.

If yes, provide the details below

Type of Proficiency Test e.g. Academic IELTS, PTE Academic, etc. Test Date DD MM YEAR

Listening Reading Speaking Writing Overall

EDUCATION HISTORY

What was you highest completed school level?

QUALIFICATION	INSTITUTION	COUNTRY	DATE COMMENCED	DATE COMPLETED

EMPLOYMENT HISTORY (OPTIONAL)

You may use the space below, if you want to input your Employment details.

JOB TITLE	COMPANY	COUNTRY	DATE COMMENCED	DATE COMPLETED

ENROLMENT DETAILS

Preferred Intake(s): ☐ March ☐ June ☐ September Year

If the enrolment in the preferred intake date is not available, I give my consent to be offered the next available intake date.

PROGRAM PREFERENCES

☐ Bachelor of Business (Accounting) - CRICOS 102736M | 3 years | AUD$58,800

☐ Bachelor of Information Technology - CRICOS 110405H | 3 years | AUD$58,800

☐ Graduate Certificate of Information Technology - CRICOS 108806J | 6 months | AUD$9,800

☐ Graduate Diploma of Information Technology - CRICOS 108805K | 1 year | AUD$19,600

☐ Master of Information Technology - CRICOS 108804M | 2 years | AUD$39,200

Tuition fees correct as at May 2023 and subject to change. Please see sydneyinstitute.edu.au/future

RECOGNITION OF PRIOR LEARNING

Do you wish to apply for recognition of prior learning ☐ Yes ☐ No

Students seeking recognition of prior learning (RPL) should request an RPL assessment at the time of application. Visit our website at sydneyinstitute.edu.au/rpl/ to find out more about the RPL process and eligibility.

PAYMENT (OPTIONAL)

I wish to pay the following tuition fees up front:

☐ 12 months ☐ 24 months ☐ 100%

For courses more than 25 weeks you are not required to pay more than 50% of Tuition Fees up front, but you may volunteer to do so.

All payments to SIHE must be made via FlyWire. Please see sihe.flywire.com

OTHER SERVICES (OPTIONAL)

Airport pickup $300 ☐ Yes

Accommodation (4 weeks) $2000 ☐ Yes

Home-stay arrangement $500 ☐ Yes

RPL Application ☐ Yes

For other Services Requested, please put the details here

OVERSEAS STUDENT HEALTH COVER

Would you like us to arrange Overseas Student Health Cover? ☐ Yes ☐ No

If yes, please indicate you the type of OSHC coverage you require

☐ Single ☐ Couple ☐ Family

SIHE may earn a fee or commission for arranging OSHC on your behalf.

AGENT DETAILS AND DECLARATION (IF APPLICABLE)

Agent Company Name _____ **SIHE Agent ID number** _____

I declare that:

- I have conducted all relevant checks to ensure the applicant is a genuine student and genuine temporary entrant and intends to abide by the conditions of the student visa;
- I have provided the applicant (and any dependants) with sufficient information relating to the entire course(s) of study at Sydney Institute of Higher Education (including tuition and other fees, health cover, living expenses, etc.);
- I have verified the authenticity of the attached documents by reviewing the original documents presented by the applicant;
- I have retained copies of all financial and academic documents used in the assessment of the applicant;
- The applicant has not previously been refused a visa for Australia
- The applicant understands and agrees to the Sydney Institute of Higher Education Terms and Conditions and Student Agreement available online at sydneyinstitute.edu.au/policies; and,
- All information provided in this application is true and correct.

Signature _____

Name of Agent _____ Date _____

APPLICATION CHECKLIST

All documents must be translated and certified as a true copy of the original.

☐ applied with an agent

☐ completed all sections of this Application for Enrolment form

☐ enclosed a copy of qualifications including testamur and academic transcript

☐ enclosed a copy of your passport bio-page

☐ enclosed a copy of your visa evidence (if applicable)

☐ enclosed a copy of English proficiency certificate

☐ enclosed a copy of Genuine Temporary Entrant Statement (GTE)

☐ provided other supporting documents (if applicable)

☐ all documents are certified in accordance with the *Certification Guidelines*

☐ recognition of prior learning application form and supporting evidence (optional)

APPLICANT'S DECLARATION

I DECLARE

- that the information given in this application form and supporting documents is true and correct;
- that I have access to sufficient funds to cover Tuition Fee payments, living expenses and other related expenses incurred by me (and my dependents if applicable) during my enrolment at Sydney Institute of Higher Education;
- that I have personally signed this form;
- that I have read the Student Handbook available at sydneyinstitute.edu.au/policies;
- that I agree to abide by Sydney Institute of Higher Education's rules of admission, enrolment and progression;
- that I will inform Sydney Institute of Higher Education immediately of any change to the information I have given in this application form including my contact details while studying in Australia;

I UNDERSTAND

- that I may be contacted by Sydney Institute of Higher Education staff in order to clarify any aspect of this application;
- that Sydney Institute of Higher Education may obtain official records from any institutions I have previously attended;
- that all documents submitted with this application become the property of Sydney Institute of Higher Education;
- that Sydney Institute of Higher Education may vary or cancel any decision it has made if the information I have given is incorrect or incomplete;
- the structure and content of the Sydney Institute of Higher Education program/s I am applying for in this application;
- that upon accepting an offer from Sydney Institute of Higher Education, I am required to complete a minimum of 6 months study in my principal program (the highest qualification applied for).

I ACKNOWLEDGE AND AGREE

- that if an offer is made to me, my acceptance is subject to the Terms and Conditions and Student Agreement set out in the letter of offer;
- that if an offer is made to me, my continued enrolment is subject to my achievement of satisfactory program progress as described in the Students at Risk and Unsatisfactory Progress Policy;
- that if an offer is made to me, I am responsible for keeping a copy of this application and receipts of any payments of tuition fees or non-tuition fees;
- I consent to Sydney Institute of Higher Education utilising any contact details I have provided for communications, including communications on services or products offered by Sydney Institute of Higher Education;
- I acknowledge that Sydney Institute of Higher Education reserves the right to vary course fees, course content and structure and graduation requirements.

Name of Applicant

Signature **Date**

Name of Parents/Guardian*

Signature **Date**

**For applicants under 18 years old at the time of application, a parent or guardian's signature is required.*

SUBMIT YOUR APPLICATION

Please submit the completed Application for Enrolment together with all supporting documents by email to **enrol@sydneyinstitute.edu.au**. Applications will normally be processed within three (3) working days. However, actual times may vary during peak periods. Incomplete applications will not be processed until eligibility for enrolment can be verified.