



# The Canberra Training School Pty. Ltd. T/A CANBERRA BUSINESS AND TECHNOLOGY COLLEGE

## INTERNATIONAL STUDENT APPLICATION FORM

<b>Tick the course(s) you wish to enroll</b>													
BSB30115 Certificate III in Business				BSB50618 Diploma of Human Resource Management									
BSB40215 Certificate IV in Business				BSB60915 Advanced Diploma of Management (Human Resources)									
BSB50215 Diploma of Business				SIT40516 Certificate IV in Commercial Cookery									
BSB60215 Advanced Diploma of Business				SIT50416 Diploma of Hospitality Management									
General English		Number of Weeks		10	<input type="checkbox"/>	20	<input type="checkbox"/>	30	<input type="checkbox"/>	40	<input type="checkbox"/>	50	<input type="checkbox"/>
<b>Preferred Intake Year</b>					<b>Tick the intake month below</b>								
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
The actual Intake provided by Canberra Business and Technology College may vary due to the availability of student enrolment numbers and is at the discretion of Canberra Business and Technology College.													

Overseas Student(**Offshore**)     
  Overseas Student in Australia(**Onshore**)     
  Resident Student(**Domestic**)

<b>Personal Details</b> (Please note without the following details enrolment will not be processed)			
Title		USI No (if available)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Family Name		Given Name	
Gender		Date of Birth	
Telephone		Mobile	
Country of Birth		City of Birth	
Country of Citizenship		First Language	
Passport Number		Passport Expiry	
Email ID			
Current Visa Category		Visa Status and Expiry	

Address in Australia			
Suburb/City		State	
Country		Post Code	



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<b>English Language Skill</b>		
How well do you speak English?	Very well/ Well/Not well/Not at all	
Result of any English Language test (please attach result from any English test)	Date of Test: __/__/____ IELTS/TOEFL/PEARSON/CAMBRIDGE	Score

Any Special Condition (Medical Condition etc.)	
Do you consider yourself to have a disability, impairment or long-term condition?	Yes/No

Address in home country			
Suburb/City	State		
Country	Post Code		

<b>Language and culture</b>			
In which country were you born?			
Do you speak a language other than English at home?	<input type="checkbox"/> No	<input type="checkbox"/> Yes Please indicate the language that is spoken most often?	
<b>Are you of Aboriginal or Torres Strait Islander origin?</b> (For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes)	<input type="checkbox"/> No <input type="checkbox"/> Yes, Aboriginal <input type="checkbox"/> Yes, Torres Strait <input type="checkbox"/> Yes, both Aboriginal and Torres Strait		



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<b>Disability</b>																			
Do you consider yourself to have a disability, impairment or long-term condition?	Yes/ No																		
<p>If you indicated the presence of a disability, impairment or long-term condition, please select the area(s) in the list: (You may indicate more than one area)</p>	<table style="width: 100%; border-collapse: collapse;"> <tr><td style="border-bottom: 1px solid black; padding: 2px;">Hearing/deaf</td><td style="text-align: right; padding: 2px;"><input type="checkbox"/></td></tr> <tr><td style="border-bottom: 1px solid black; padding: 2px;">Physical</td><td style="text-align: right; padding: 2px;"><input type="checkbox"/></td></tr> <tr><td style="border-bottom: 1px solid black; padding: 2px;">Intellectual</td><td style="text-align: right; padding: 2px;"><input type="checkbox"/></td></tr> <tr><td style="border-bottom: 1px solid black; padding: 2px;">Learning</td><td style="text-align: right; padding: 2px;"><input type="checkbox"/></td></tr> <tr><td style="border-bottom: 1px solid black; padding: 2px;">Mental illness</td><td style="text-align: right; padding: 2px;"><input type="checkbox"/></td></tr> <tr><td style="border-bottom: 1px solid black; padding: 2px;">Acquired brain impairment</td><td style="text-align: right; padding: 2px;"><input type="checkbox"/></td></tr> <tr><td style="border-bottom: 1px solid black; padding: 2px;">Vision</td><td style="text-align: right; padding: 2px;"><input type="checkbox"/></td></tr> <tr><td style="border-bottom: 1px solid black; padding: 2px;">Medical condition</td><td style="text-align: right; padding: 2px;"><input type="checkbox"/></td></tr> <tr><td style="border-bottom: 1px solid black; padding: 2px;">Other</td><td style="text-align: right; padding: 2px;"><input type="checkbox"/></td></tr> </table>	Hearing/deaf	<input type="checkbox"/>	Physical	<input type="checkbox"/>	Intellectual	<input type="checkbox"/>	Learning	<input type="checkbox"/>	Mental illness	<input type="checkbox"/>	Acquired brain impairment	<input type="checkbox"/>	Vision	<input type="checkbox"/>	Medical condition	<input type="checkbox"/>	Other	<input type="checkbox"/>
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Vision	<input type="checkbox"/>																		
Medical condition	<input type="checkbox"/>																		
Other	<input type="checkbox"/>																		

<b>Emergency Contact (Please specify 2)</b>			
<b>1</b>	Name:		Relationship
	Address:		City
	State		Country
	Email		Phone
<b>2</b>	Name:		Relationship
	Address:		City
	State		Country
	Email		Phone



# The Canberra Training School Pty. Ltd. T/A CANBERRA BUSINESS AND TECHNOLOGY COLLEGE

## Education History

What is your highest completed school level?

Year 7  
  Year 8  
  Year 9  
  Year 10  
  Year 11  
  Year 12

Have you successfully completed any of the following qualification/s:

- Bachelor degree or higher degree

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- Advanced diploma or associate degree

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- Diploma (or associate diploma)

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- Certificate IV (or advanced certificate/technician)

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- Certificate III (or trade certificate)

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- Certificate II

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- Certificate I

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- Other education (including certificates or overseas qualifications not listed above)

Course	Institution	Country	Started (Month & Year)	Completed (Month & Year)	Outcome (Pass/Fail & Marks/Grades)



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## Employment

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

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

## Study Reason

Of the following categories, select the one which BEST describes the main reason you are undertaking this course/traineeship/apprenticeship (Tick ONE box only).

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



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## Airport Transfer

Do you require transport from Canberra Airport to your selected accommodation on arrival in Australia? Fees app

Yes/No

## Accommodation

Would you like Canberra Business and Technology College to assist in finding you short term accommodation? Fees apply

Yes/No

## Overseas Student Health Cover

As an overseas student, it is a condition of your student visa that you have Overseas Student Health Cover (OSHC) for the entire duration of your stay in Australia. OSHC gives you access to out of hospital and in hospital medical services to help you maintain your health.(fees may be subject to change)

Do you want Canberra Business and Technology College to arrange OSHC for you?

Yes

No

If No:                      Who is arranging it for you:                      Agent:                      Company:

\*OSHC Cover Prices may vary and will be applicable as on date of purchase of cover.

## Application/Enrolment Fee

All applicants to Canberra Business and Technology College must pay a non-refundable application fee.



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## Declaration by Applicant

I declare that the information supplied in this application is true and correct.

I understand that should the information be subsequently found to be incorrect or misleading my enrolment may be cancelled.

I authorise Canberra Business and Technology College to verify the information provided.

I declare that I have sufficient funds to cover my course costs, health insurance and living expenses while in Australia.

I understand that a staff member of Canberra Business and Technology College may conduct a telephone or Skype interview with me to satisfy themselves of my genuine intent.

I understand that the Department of Home Affairs will make their own assessment and determination of my visa application and that my visa is not ensured upon acceptance to Canberra Business and Technology College.

I declare that I have done adequate research prior to choosing this course and study location and I will not change my mind once I have been granted the visa and I am in Australia. I confirm that I have accessed and understood all the information and policies related to my study program provided on the Canberra Business and Technology College website.

I understand that information provided as part of this application may be shared with the Department of Home Affairs and other government bodies and statutory authorities as required under the Australian legislation.

I authorise Canberra Business and Technology College to liaise with my nominated agent (as per the details below) in relation to my enrolment at the College.

## Declaration by Agent

**(If the student is applying through Canberra Business and Technology College approved agent)**

I declare that I have explained the student about Canberra Business and Technology College, the available courses, living costs in Australia and any relevant information helpful for the student to take a decision on study in Australia at Canberra Business and Technology College.

I declare that I have not provided any misleading information to the student and given enough opportunity to the student about the visa process and that issue of COE from Canberra Business and Technology College does not guarantee the visa and ultimate decision depends on the final



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assessment by Department of Home Affairs.

I declare that the information supplied by the student in this application is true and correct to the best of my knowledge.

I have done reasonable efforts to verify the information and documents provided by the student.

I understand that in the event of any fraudulent document being provided by the student, it will lead to the refusal of visa and will also affect my relationship with Canberra Business and Technology College.

I understand that Canberra Business and Technology College has the right to verify the information provided by the student.

I understand that a staff member of Canberra Business and Technology College may conduct a telephone or Skype interview with the student to satisfy themselves of student's genuine intention.

I understand that information provided as part of this application may be shared with the Department of Home Affairs.

STUDENTNAME: (PRINT)

\_\_\_\_\_

Student Signature & Date

\_\_\_\_\_

AGENTS SECTION (IF THE STUDENT IS APPLYING THROUGH AN AGENT)

AGENT SEAL/STAMP

AGENT SIGN

AGENT COMPANY

\_\_\_\_\_

COUNTRY

\_\_\_\_\_

OFFICIAL's NAME

\_\_\_\_\_

PHONE NUMBER

\_\_\_\_\_

Date





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## **PLEASE SUBMIT WITH THIS FORM**

- ✓ Copy of passport
- ✓ Copy of current visa (if applicable)
- ✓ Copy of last two years' qualification
- ✓ Copy of valid English proficiency test/level
- ✓ Translated documents (not in English) by an approved translator
- ✓ Copy of resume & work experience letter (if applicable)
- ✓ Certification must clearly include the stamp, printed name, title/position, signature and date of notary.
- ✓ All documents to be scanned in color, saved as PDF and emailed to Canberra Business and Technology College. Scanning should be clear, readable and straight (not upside down)