# International Student Application Form

## Instructions to Applicants

Please type or use BLOCK LETTERS when completing this form. Return the completed form to: Orange International College Pty Ltd - Level 6, 416-420 Collins Street Melbourne Victoria 3000 Telephone: +61 3 9670 2985 | Mobile: +61 488 267 496 | Email: info@orange.edu.au | Website: www.orange.edu.au

## Personal Details

<table>
<thead>
<tr>
<th>Title: □ Mr. □ Mrs. □ Ms. □ Miss.</th>
<th>Sex: □ M □ F □ Indeterminate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family Name (as shown in passport)</td>
<td>Given Name(s)</td>
</tr>
<tr>
<td>Passport Number</td>
<td>Date of Birth (DD/MM/YYYY)</td>
</tr>
<tr>
<td>Country of Birth</td>
<td>Nationality/Citizenship</td>
</tr>
</tbody>
</table>

## Contact Details

**Overseas Address** *(If you are currently living outside Australia, please provide your overseas address.)*

<table>
<thead>
<tr>
<th>Home Phone</th>
<th>Mobile Number</th>
<th>Email Address</th>
</tr>
</thead>
</table>

**Australia Address** *(If you are already living in Australia, please provide your Australian address.)*

<table>
<thead>
<tr>
<th>Home Phone</th>
<th>Mobile Number</th>
<th>Email Address</th>
</tr>
</thead>
</table>

## Country Details

**Address**

<table>
<thead>
<tr>
<th>Suburb/Town/Country</th>
<th>Postcode</th>
</tr>
</thead>
</table>

## Passport and Visa Details

**Passport issued by:**

<table>
<thead>
<tr>
<th>Are you currently studying in Australia?</th>
<th>Passport Expiry Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>YES</td>
<td>□</td>
</tr>
</tbody>
</table>

If yes, please provide Name of Education

If yes, what is the type of Visa?

<table>
<thead>
<tr>
<th>Visa Subclass</th>
<th>Visa Expiry Date</th>
</tr>
</thead>
</table>

## Health Cover

**Do you have current Overseas Student Health Cover (OSHC)?**

| YES | □ | NO | □ |

If yes, please provide following details:

**Name of Insurance Provider (Company):**

**What is your Membership Number?**

<table>
<thead>
<tr>
<th>OSHC Expiry Date</th>
</tr>
</thead>
</table>

If no, what type of OSHC will you require?

| □ Single (Student only) |
| □ Dual Family (Student plus spouse or children) |
| □ Multi Family (Student plus spouse and children) |

## Preferred Campus

| □ Melbourne Campus |
| □ Port Melbourne Campus |
| □ Hobart Campus |
**Language and Cultural Diversity**

1. In which country were you born? □ Australia □ Other, Please Specify: _______________________

2. Citizenship status: _______________________

3. Are you of Aboriginal or Torres Strait Islander origin? YES □ NO □

4. Do you speak a language other than English at home? YES □ NO □

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

**Course Preferences**

<table>
<thead>
<tr>
<th>Program</th>
<th>Select</th>
<th>CRICOS Course Code</th>
<th>Course Name</th>
<th>Weeks</th>
<th>Intake Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELICOS</td>
<td>☐</td>
<td>092950C</td>
<td>General English Program (Beginner to Advanced)</td>
<td>72*</td>
<td></td>
</tr>
<tr>
<td>Leadership &amp; Management</td>
<td>☐</td>
<td>08992B</td>
<td>BS651915 Diploma of Leadership and Management</td>
<td>52</td>
<td></td>
</tr>
<tr>
<td></td>
<td>☐</td>
<td>08993A</td>
<td>BS861015 Advanced Diploma of Leadership and Management</td>
<td>78</td>
<td></td>
</tr>
<tr>
<td>Building &amp; Construction</td>
<td>☐</td>
<td>09994F</td>
<td>CPC3069 Certificate III in Painting and Decorating</td>
<td>92</td>
<td></td>
</tr>
<tr>
<td></td>
<td>☐</td>
<td>097530E</td>
<td>CPC3021 Certificate III in Carpentry</td>
<td>52**</td>
<td></td>
</tr>
<tr>
<td></td>
<td>☐</td>
<td>097529J</td>
<td>CPC3020 Diploma of Building and Construction (Building)</td>
<td>52</td>
<td></td>
</tr>
</tbody>
</table>

* For ELICOS program: number of weeks may vary based on Entry Level Placement Test / Result (IELTS / PTE equivalent) and Exit Level goal
** For Building and Construction program: please ensure to complete the "Disability and Mental Health" section carefully.

Contact OIC for further assistance.

What is your Learning need and goal to achieve (ELICOS ONLY)?

☐ Beginner Level ☐ Elementary Level ☐ Pre-Intermediate Level
☐ Intermediate Level ☐ Upper Intermediate Level ☐ Advanced Level

Do you wish to apply for credit transfer? YES □ NO □

Do you wish to apply for Recognition of Prior Learning (RPL)? YES □ NO □

If yes, please complete the credit transfer form or RPL form and provided along with the supporting documents.

**English Language Level**

Provide details and documentation confirming your English language level:

☐ I have taken a recognised English language test in the last two years (e.g. IELTS, TOFEL, Pearson, and/or Cambridge).

Name of Test __________________ Score __________________ Date of Test __________________

☐ I have successfully completed an English Course in Australia (please attach Certificate).

☐ I have completed studies where English was the language of instruction.

☐ English is my first language.

☐ I have successfully completed OIC English Placement Test.

☐ Other _______________________

**Academic Record and Previous Qualification Achieved**

Have you previously been enrolled at OIC? YES □ NO □

If YES, please provide student number: _______________________

1. Are you currently enrolled in any course in Australia including Principal course for which you received your current student visa. If yes please answer question 2 & 3 in this section. YES □ NO □

2. Are you doing this course as a concurrent course? YES □ NO □

3. The student in concurrent course will need to comply with the visa and institute requirements of all courses in which they are enrolled, such as maintaining satisfactory course progress (and attendance if applicable). If agreed tick Yes. YES □ NO □

4. Are you transferring from another education provider in Australia? YES □ NO □
If yes, please provide Name of Education Institute

5. Prior Education
   □ Not Stated (Question asked of the client, but no answer provided)
   □ Yes – a prior educational achievement has been successfully completed
   □ No – a prior educational achievement has not been successfully completed

6. If yes, please select which qualifications from the list below: (Australian) (Equivalent) (International)
   Bachelor's degree or Higher Degree
   □ □ □
   Advanced Diploma or Associate Degree
   □ □ □
   Diploma (or Associate Diploma)
   □ □ □
   Certificate IV (or Advanced Certificate/Technician)
   □ □ □
   Certificate III (or Trade Certificate)
   □ □ □
   Certificate II
   □ □ □
   Certificate I
   □ □ □
   Certificates other than those listed
   □ □ □

What is your highest COMPLETED secondary school level? (Tick one box only)
   □ Completed year 12  □ Completed year 9 or equivalent
   □ Completed year 11  □ Completed year 8 or below
   □ Completed year 10  □ Never attended school

Which year did you complete that secondary school level?
Year:  

Are you still attending secondary school?
   YES □ NO □

7. Highest qualification completed and year

Training Organisation

Attach all Confirmation of Enrolment (CoE) and all documentation including certified copies of full academic transcripts
(Documents not in English must be accompanied by certified translations.)

Employment

Of the following categories, which BEST describes your current employment status? (Tick one box only)
   □ Full time employee
   □ Part time employee
   □ Self-employed (not employing others)
   □ Employer
   □ Employed (unpaid worker in family business)
   □ Unemployed (seeking full time work)
   □ Unemployed (seeking part time work)
   □ Not employed (not seeking employment)

Disability and Mental Health

In order to provide appropriate support services, we invite you to give us information about any disability or mental health issue you may have.

1. Do you consider yourself to have a disability, impairment or long term condition?  YES □ NO □

2. If yes, then please indicate the area of disability, impairment or long term condition: (you may indicate more than one area)
   □ Hearing / deaf
   □ Medical condition
   □ Learning
   □ Intellectual
   □ Vision
   □ Acquired brain injury
   □ Physical
   □ Colour Blind
   □ Mental Illness
   □ Other:

3. Do you require special assistance?
   YES □ NO □
Reason for study
Of the following categories, which BEST describes your main reason for undertaking this Course (Tick one box only)

☐ To get a job
☐ To develop my existing business
☐ To start my own business
☐ To try for a different career
☐ For Personal interest / self-development
☐ To get a better job/promotion
☐ It was a requirement of my job
☐ I wanted extra skills for my job
☐ To get into another course of study
☐ Other (please specify):

Fees payment options

Option A - I would like to pay my full course fees
Yes ☐ No ☐

If you have chosen to pay the full course fees, you can pay via one of the following options, if not then option B will apply by default

• Bank Transfer
  Bank Name - Commonwealth Bank
  Account Name - Orange International College
  BSB - 063-123
  Account Number - 10512880
  Swift Code - CTBAU25

• For Online payment: Please refer to following link: https://www.bpoint.com.au/payments/orangointernational_col

• EFTPOS: Please visit our CBD Campus to make the payment.

Option B –

• Monthly direct debit payment option

You will receive a separate email on your OIC student email ID to confirm your bank account details which you want to use to set up the direct debit. Your monthly fees installment will be deducted as per the due dates given in the payment plan which you will receive with the student agreement and acceptance form.

Victorian Student Number (VSN) *to be completed by all students up to 24 years

Enter your Victorian Student Number: ________________________________

Have you attended any Victorian school since 2009 or had any training with a Vocational Education and Training (VET) registered training organization provider or an Adult and Community Education provider in Victoria since 2011?

☐ Yes - I have attended a Victorian school since 2009
☐ No - I have not attended a Victorian school since 2009 or a TAFE or VET training provider since the beginning of 2011

If yes, please list most recent Victorian school attended ________________________________ And / or

☐ Yes - I have participated in training at a TAFE or other training organisation since the beginning of 2011

Unique Student Identifier (USI)

Compulsory for all students enrolling in accredited courses as at 1 January 2015

☐ Yes - I already have a USI
☐ *No - I do not have a USI (Please fill USI Authorisation Form)

If yes, enter your USI: ________________________________

For information on the Student Identifiers Registrar’s Privacy Policy please refer to: http://usi.gov.au/Documents/Student-Identifiers-Registrar-privacy-policy-v1.1.docx. This site contains information about how you may access and seek correction of the personal information held; and complain about a breach of privacy and how such complaints will be dealt with.

Survey

How did you hear or learn about Orange International College?

☐ Australian Embassy / Australian Education Centre
☐ Internet / Media / Newspaper Advertising
☐ Education representative
☐ Education Exhibition
☐ Family / Friends
☐ Other
Agent Details

Please complete this section if you are using an education agent or representative.

<table>
<thead>
<tr>
<th>Agent Name:</th>
<th>Agent Email:</th>
<th>Agent Telephone/Mobile No:</th>
</tr>
</thead>
</table>

Airport Pick up

Would you like us to organise Airport Pick up?  YES ☐  NO ☐

If yes, please fill out Airport pickup request form available on [https://www.orange.edu.au/-information/forms-and-policies/](https://www.orange.edu.au/information/forms-and-policies/).

Application Checklist

Have you completed all sections of this application

- Attached certified true copies of your visa ☐
- Attached any other relevant documentation ☐
- Attached certified true copies of your Passport ☐
- Completed the payment details ☐
- Attached certified true copies of your qualifications ☐
- Read and signed the declaration ☐
- Attached certified true copies of your English Proficiency ☐
- Have you completed the GTEPack (as applicable) ☐

Privacy Statement & Student Declaration

Privacy Notice

Under the Data Provision Requirements 2012, OIC is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

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

- School - If you are a secondary student undertaking VET, including a school-based apprenticeship or traineeship;
- Employer - if you are enrolled in training paid by your employer;
- Commonwealth and State or Territory government departments and authorised agencies;
- NCVER;
- Organisations conducting student surveys; and
- Researchers.

Personal information disclosed to NCVER may be used or disclosed for the following purposes:

- Issuing statements of attainment or qualification, and populating authenticated VET transcripts;
- Facilitating statistics and research relating to education, including surveys;
- Understanding how the VET market operates, for policy, workforce planning and consumer information; and
- Administering VET, including programme administration, regulation, monitoring and evaluation.

You may receive an NCVER student survey which may be administered by an NCVER employee, agent or third party contractor. You may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the Privacy Act 1988 (Cth), the VET Data Policy and all NCVER policies and protocols (including those published on NCVER’s website at [www.ncvcr.edu.au](http://www.ncvcr.edu.au)).

Student Declaration

In signing or emailing this form I acknowledge and declare that

1. I consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice above.
2. Arrangements have been made to pay all fees and charges applicable to this enrolment.
3. I am 18 years of age or older.
4. My participation in this course is subject to the right to cancel or amalgamate courses or classes. I agree to abide by the rules and regulations of Orange International College (OIC).
5. I confirm that I have been informed about the training, assessment and support services to be provided and about my rights and obligations as a student at Orange International College (OIC).
6. I authorize Orange International College (OIC) or its agent, in the event of illness or accident during any Orange International College (OIC) activity, and where emergency contact or next of kin cannot be contacted within
reasonable time, to seek ambulance, medical or surgical treatment at my cost.
7. My academic results will be withheld until my debt is fully paid and any property belonging to Orange International College (OIC) has been returned.
8. I declare that the information I have provided to the best of my knowledge is true and correct.
9. I have read and understood the policies available at https://www.orange.edu.au/information/forms-and-policies/

Student signature [or electronic acknowledgement]: __________________________ Date: __________________________