



## AIS Application for Enrolment Form (International)

Please write clearly in CAPITAL LETTERS ensuring to (✓) all boxes where appropriate

### 3 STEPS for Enrolment

<b>STEP 1</b>	Complete the Application for Enrolment Form
<b>STEP 2</b>	Gather the 5 Essential Pieces of Documentation listed below
<b>STEP 3</b>	Forward the completed Application for Enrolment Form and documentation to AIS

### 5 ESSENTIAL Pieces of Documentation (Certified)

<b>1</b>	Copy of Passport Details
<b>2</b>	Samples of any Written English Work you have completed
<b>3</b>	Copies of any English Language Assessments
<b>4</b>	Reference from Previous or Current School Principal
<b>5</b>	Copies of Previous or Current School Reports – translated in English

**\*All students will be required to complete an AIS English Language Assessment upon enrolment or provide a current alternative English proficiency test result e.g., AEAS results or IELTS results**

**Study Selection** (please tick (✓) the program and semester including the Year you intend to study)

English for Academic Purposes – Elementary to Advanced							
EAP Primary		Number of weeks:		Preferred started date:			
EAP SACE Connect		Number of weeks:		Preferred started date:			
South Australian Certificate of Education (SACE)							
Stage 1 (Year 11)		Semester 1		Semester 2		Year	
Stage 2 (Year 12)		Semester 1		Semester 2		Year	

### Students Personal Details

Family Name		Given Name	
Date of Birth		Current Age	
		Gender	Male <input type="checkbox"/> Female <input type="checkbox"/>
Nationality		Passport Number	

Address in Home Country			
Country		Postcode/ZIP	
Telephone Number		Mobile Number	
Email Address			

Address in Australia			
Mobile Number		Email address	





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Do you have a disability or medical condition that requires special consideration?		<input type="checkbox"/> YES <input type="checkbox"/> NO
If Yes, please explain		
Do you suffer from:		
- Anaphylaxis		<input type="checkbox"/> YES <input type="checkbox"/> NO
- Diabetes		<input type="checkbox"/> YES <input type="checkbox"/> NO
- Asthma		<input type="checkbox"/> YES <input type="checkbox"/> NO

**Student Health cover**

Do you wish <i>Adelaide International School</i> to arrange OSHC for you?	<input type="checkbox"/> YES <input type="checkbox"/> NO
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**Accommodation**

Adelaide International School now utilises Happy Homestay Adelaide as our preferred homestay provider. Please refer to <https://happyhomestay.com.au/> for further information or follow the links on our website <http://www.ais.edu.au/homestay/>.

**Guardian Service**

It is compulsory for **students enrolling into the SACE**, who are under the age of 18, and not living with a Family Member to register with a Guardian Service. AIS uses and recommends ISA Guardian & Welfare Services (<https://www.studentguardians.com>) or SGS (<https://www.studentgsgs.com>) to provide 24 hour a day care for students. A guardian service supports students especially those with less experience in mixed cultural environments, or who have not been away from home before. **Please contact either ISA or SGS direct to register.**

**Parent / Guardian Details**

Father's Family Name		Father's Given Name	
Father's Address			
Country	Postcode/ZIP		
Telephone Number	Mobile Number		
Email Address			

Mother's Family Name		Mother's Given Name	
Mother's Address			
Country	Postcode/ZIP		
Telephone Number	Mobile Number		
Email Address			

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Guardian's Family Name		Guardian's Given Name	
Guardian's Address			
Country		Postcode/ZIP	
Telephone Number		Mobile Number	
Email Address			

### Emergency Person Contact Details

Family Name		Given Name	
Address			
What is your relationship with this person?			
Country		Postcode/ZIP	
Telephone Number		Mobile Number	
Email Address			

### Agent Contact Details

Name of Agency			
Agent's Name			
Address			
Country		Postcode/ZIP	
Telephone Number		Mobile Number	
Email Address			

**Authorisation:** I \_\_\_\_\_  
(Student Name)

- Authorise *Adelaide International School* to collect, store and use my personal information within the limitations of the Privacy Principle contained in the Privacy Act 1998.
- Authorise *Adelaide International School* to make relevant enquiries, where necessary, and in accordance with legislation, regarding my application for the purpose of undertaking study.
- Understand that my information will only be released to third parties in accordance with legislation.
- Agree for my academic performance and conduct be made available to my parents and agent
- Understand that I may at any time revoke my authorisation for *Adelaide International School* to release my information to third parties by notifying *Adelaide International School* and that implementation cannot be retrospective.



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- Have read and understand the content of the Student Handbook including my responsibilities.
- Agree to abide by the terms and conditions as set out in the Student Handbook.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent / Guardian Signature

\_\_\_\_\_  
Date

Office Use Only (this section is only to be completed by AIS)	
Student ID:	
Student Provided all Documentation:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Student Documentation was Approved:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Student was Offered Enrolment:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Student Accepted Offer of Enrolment:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Invoice Fees Direct to Student	Yes <input type="checkbox"/> No <input type="checkbox"/>
Invoice Fees Direct to the Referring School	Yes <input type="checkbox"/> No <input type="checkbox"/>
Accounting form completed and forwarded to Account Department	Yes <input type="checkbox"/> No <input type="checkbox"/>
Other (please nominate)	
Commencement Date:	