



GTE Evaluation and Procedure Checklist

STUDENT DETAILS:

First Name:		Family Name:	
Student Number: (if available)		Date of Birth:	/ /
Nationality:		Course Start Date:	/ /
Name of Agent:			

STEP 1: APPLICATION VERIFICATION

Entry Requirements: (Tick all Boxes)	<input type="radio"/> Application Form <input type="radio"/> Be 18 years of age or over <input type="radio"/> A certified copy of passport	<input type="radio"/> A certified or notarised copy of education qualification (year 12 certification or equivalent and transcript) <input type="radio"/> Evidence of work experience or RPL application (if relevant)
English Proficiency:	A Certified copy of formal English test results (Please select one of the following): <input type="radio"/> IELTS <input type="radio"/> TOEFL <input type="radio"/> PTE Academic <input type="radio"/> Cambridge <input type="radio"/> Others; _____ <input type="radio"/> International English Test Test Date: ____/____/____ Score: _____	
Financial Capacity:	<input type="radio"/> A certified copy of financial support (Letter of Support or Bank Statement, etc.) <input type="radio"/> Balance must exceed the immigration regulation estimation of the basic cost	
(Office Use Only) Verification of all documents above.		Completed by:
<input type="radio"/> Have received all required documents above.		Date: / /

STEP 2: PAYMENT (Completed by ACCOUNTING DEPARTMENT)

* Other fees are including OSHC fee, enrolment fee, material fee and CoE fee.)

Tuition Fee:	Other Fees*:	Total Amount:	Completed by:	Date:
\$	\$	\$		/ /

STEP 3: INTERVIEW SCHEDULE CONFIRMATION (School or agent)

Interview Date:	/ /	Local Time:	
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Interview Method	<input type="radio"/> Face to Face <input type="radio"/> Teleconference <input type="radio"/> Video conference <input type="radio"/> Face Time <input type="radio"/> Skype/Zoom <input type="radio"/> Other arrangement _____		
Interviewer:	Signature: _____	Date:	/ /
Q 1: (Immigration History)	Have you ever had a visa application rejected?	<input type="radio"/> Yes	<input type="radio"/> No
Q 2: (Immigration History)	Have you previously studied or visited other countries rather than where you are living?	<input type="radio"/> Yes	<input type="radio"/> No
Q 3: (Immigration History)	Why do you want to study in Australia?	A: _____	
Q 4: (Immigration History)	Why should you be granted a student visa to study in Australia?	A: _____	
Q 5: (Immigration History)	Do you know anyone who currently lives in Australia?	<input type="radio"/> Yes, please specify _____	<input type="radio"/> No
Q 6: (English Proficiency)	Have you undertaken an English language proficiency test within the last 12 months?	<input type="radio"/> Yes	<input type="radio"/> No
Q 7: (English Proficiency)	Have you been studying in an English medium?	<input type="radio"/> Yes	<input type="radio"/> No
Q8: (English Proficiency)	How often do you use English in your communication?	<input type="radio"/> Often	<input type="radio"/> Sometimes
		<input type="radio"/> Hardly	<input type="radio"/> Never
Q9: (Personal Detail)	How many brothers and sisters do you have ?	<input type="radio"/> Brother, How many _____	<input type="radio"/> None
		<input type="radio"/> Sister, How many _____	
Q10: (Personal Detail)	Where do your parents live and what do they do for a living?	Country _____	
		Father Occupation _____	
		Mother Occupation _____	
Q11: (Personal Detail)	What is your highest qualification and when did you graduate?	A: _____	
Q12: (Personal Detail)	What is your current relationship status? (Married/ Engaged / De facto or single) Do you have any dependants?	<input type="radio"/> Married	<input type="radio"/> Engaged
		<input type="radio"/> De facto	<input type="radio"/> Never Married
		<input type="radio"/> Divorced	<input type="radio"/> Other
		<input type="radio"/> Widowed	



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		No. of Dependents _____
Q13: (Employment History)	What is your previous work experience?	A: _____
Q14: (Financial Detail)	How much in total is in your bank statement? Who is sponsoring your education? What is the relationship between you and your sponsor? And what job does she/he have? (Please attach an evidence)	Total Amount in AUD: _____ Occupation: _____ Occupation: _____ Relationship: _____ Relationship: _____
Q17: (Financial Detail)	Do you understand your work rights permitted under a student visa in Australia?	<input type="radio"/> Yes <input type="radio"/> No
Q18: (Genuine test)	Why did you choose to apply to our college? What is your specialization?	A: _____
Q19: (Genuine test)	What are your plans after graduation?	A: _____
Q20: (Genuine test)	What are your career plans?	A: _____
OFFICAL USE ONLY	<input type="radio"/> PASS <input type="radio"/> FAIL	

STEP 4: CoE ISSUE (Completed by ADMISSION OFFICER)

<input type="radio"/> Signed offer letter of acceptance form.	Issued by:	
<input type="radio"/> Full initial payment received.	Date:	/ /