

## Are you?

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

## Personal Information

Title:	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss	Gender:	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> other
Given Names:	<input type="text"/>	Family Name:	<input type="text"/>
Preferred Name (Nick Name):	<input type="text"/>	Email (compulsory):	<input type="text"/>
Date of Birth:	<input type="text"/>	Nationality:	<input type="text"/>
Place of Birth (City):	<input type="text"/>	Country of Birth:	<input type="text"/>
Passport No:	<input type="text"/>	Expiry date:	<input type="text"/>
Visa Status:	<input type="text"/>	Visa Number:	<input type="text"/>
		Expiry date:	<input type="text"/>

## USI : Unique Student Identifier

It is mandatory requirement for all VET students to provide USI number. USI number is 10 digit number combination of Alfa-numeric. If you do not have USI number, please go online to register <http://usi.gov.au/create-your-usi>. You will be required valid passport and visa details.

Unique Student Identifier (USI) :

## Student Contact Details

### Address in Australia

Building Name:	<input type="text"/>
Flat/unit details:	<input type="text"/>
Street number:	<input type="text"/>
Street name:	<input type="text"/>
City/Town/Suburb:	<input type="text"/>
State:	<input type="text"/>
Postcode:	<input type="text"/>
Home Phone:	<input type="text"/>
Mobile Phone:	<input type="text"/>

### Address in Home Country

Flat/unit details:	<input type="text"/>
Street number:	<input type="text"/>
Street name:	<input type="text"/>
City/Town/Suburb:	<input type="text"/>
State:	<input type="text"/>
Postcode:	<input type="text"/>
Country:	<input type="text"/>
Home Phone:	<input type="text"/>
Mobile Phone:	<input type="text"/>

## Language and Cultural Diversity

**Australian Aboriginal or Torres Strait Islander origin**  Aboriginal  Torres Strait Islander  None of these

**Is English your main language?**  Yes  No  
If No, what is your main language? :

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

**Have you completed a test of English Language Proficiency**  Yes  No  
If Yes, What test did you sit? :

Score (L:  /R:  /W:  /S:  /Overall:  )

## Highest Level of Secondary Education Achieved

12 or equivalent 11 or equivalent 10 or equivalent 9 or equivalent 8 or Below Did not go to school

## Previous Qualifications Achieved

Bachelor degree or higher  Advanced diploma or associate degree  Diploma level

Qualification level:  Certificate IV  Certificate III  Certificate II  Certificate I

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

Qualification name:

School/Institution name:

State/Country:  Year completed:

## Employment Status

Full-time Employee  Part-time Employee

Self-Employed – not employing others  Self-Employed – employing others

Employed – unpaid worker in a family business  Unemployed – seeking full-time work

Unemployed – seeking part-time work  Not employed – not seeking employment

Employer:  Occupation:

## Accommodation and Airport Pick-up

Do you require accommodation to be organized?  No  Yes  
(If yes,  Homestay  Single room  Share room)

Do you require airport transfer on arrival?  No  Yes \*AUD \$200 One-way

## ENROLMENT DETAILS

### Intake Dates

- |             |                                 |                                 |                                 |                                 |                                 |
|-------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <b>2024</b> | <input type="checkbox"/> 08 JAN | <input type="checkbox"/> 08 APR | <input type="checkbox"/> 08 JUL | <input type="checkbox"/> 07 OCT | <input type="checkbox"/> 02 DEC |
| <b>2025</b> | <input type="checkbox"/> 06 JAN | <input type="checkbox"/> 07 APR | <input type="checkbox"/> 07 JUL | <input type="checkbox"/> 06 OCT |                                 |
| <b>2026</b> | <input type="checkbox"/> 05 JAN | <input type="checkbox"/> 06 APR | <input type="checkbox"/> 06 JUL | <input type="checkbox"/> 05 OCT |                                 |
| <b>2027</b> | <input type="checkbox"/> 04 JAN | <input type="checkbox"/> 05 APR | <input type="checkbox"/> 05 JUL | <input type="checkbox"/> 04 OCT |                                 |

### Courses

- SIT30821 Certificate III in Commercial Cookery: 52 weeks
- SIT40521 Certificate IV in Kitchen Management: 78 weeks
- SIT50422 Diploma of Hospitality Management: 78 weeks
- SIT60322 Advanced Diploma of Hospitality Management: 104 weeks

### Packaged Courses

- Package 1 (SIT40521 Certificate IV in Kitchen Management + SIT50422 Diploma of Hospitality Management)
  - SIT40521 Certificate IV in Kitchen Management: 78 weeks
  - SIT50422 Diploma of Hospitality Management: 26 weeks
- Package 2 (SIT40521 Certificate IV in Kitchen Management + SIT50422 Diploma of Hospitality Management + SIT60322 Advanced Diploma of Hospitality Management)
  - SIT40521 Certificate IV in Kitchen Management: 78 weeks
  - SIT50422 Diploma of Hospitality Management: 26 weeks
  - SIT60322 Advanced Diploma of Hospitality Management: 26 weeks
- Package 3 (SIT50422 Diploma of Hospitality Management + SIT60322 Advanced Diploma of Hospitality Management)
  - SIT50422 Diploma of Hospitality Management: 78 weeks
  - SIT60322 Advanced Diploma of Hospitality Management: 26 weeks

### Study Reason

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> 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:                      |  |

### Recognition of Prior Learning (RPL) or Credit Transfer

**Are you applying for Recognition of Prior Learning (RPL) or Credit Transfer for your previous studies?**

- No
- Yes –  RPL (Complete RPL application form) or  Credit Transfer (Complete credit transfer application form)

## Agent Details

Agency Name:

Agency Email:

## Emergency Contact Detail

Contact Name:

Relationship:

Address:

Phone:

Email:

## Overseas Student Health Cover

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

## Disability

Do you consider yourself to have a disability, impairment or long-term condition?  No  Yes – see below

Hearing/Deaf  Physical  Intellectual  Learning  Mental Illness  Acquired Brain Impairment

Vision  Medical Condition  Other (please specify: \_\_\_\_\_ )

Would you like to receive advice on support services, equipment and facilities which may assist you?

No  Yes (If yes, please specify: \_\_\_\_\_ )

## Student Self-Assessment

This self-assessment checklist will help King's to determine if the course you wish to enrol is the most suitable one for you based on your educational history, existing skills and capabilities, aspirations, interests and career goals, The information you provide in this form will also assist King's to identify any learning needs you have and provide the support services to meet those needs.

### Academic Suitability

All prospective students must meet King's course entry requirements to establish their suitability into the course. Tick the options that best applies to you and attach evidence of meeting the course entry requirements.

- I have successfully completed Australian Year 12 qualification or its overseas equivalent.
- I have successfully completed Certificate IV or higher-level qualification in Australia (taught in English)
- I have minimum IELTS score of 6.0 or equivalent
- I have English proficiency of upper intermediate or above from an Australian Registered Provider
- I will complete a Language Literacy and Numeracy (LLN) test and any follow up assessment required by King's.

## Questionnaire

Answer all the questions provided below:

**1. How do you think this course will assist you to achieve your career goals?**

**2. Have you ever worked or volunteered in an area relevant to the course you wish to enrol? (existing skills)**

**3. Do you hold any formal qualifications relevant to the course you wish to enrol? (knowledge)**

**4. What do you hope to achieve from undertaking this course/pathway?**

**5. Do you have any special needs that may make it difficult for you to successfully complete this course?**

**6. How do you learn best? (you can select more than one option)**

- Attending face-to-face classes and interacting with the trainer and other students
- Researching, reading and discussing
- Completing self-paced learning activities in my own time

**7. Are there any aspects of a learning environment that makes you uncomfortable?**

### Computer Skills Capability

All courses at King's require students to work on computers to research, prepare documents and present information. Tick appropriate option:

Skills	Competent	Need support	No experience
Computer operation (switch on/off, using USB disks, file and folders management, saving documents etc.)			
Using programs such as Word, Excel, Power Point			
Using internet to search and access information			
Download and save/print materials from the internet			

Upload documents onto a website on the internet			
Using emails for correspondence			
Attach files to emails, open attachments store/print attachments			

## Privacy Statement and Student Declaration

I \_\_\_\_\_, agree and declare:

- That the information I have provided on this form is true, correct and complete to the best of my knowledge.
- That I have been provided with appropriate and sufficient information via student handbook and course pre-enrolment information available on King's website to make an informed decision about my enrolment.
- That I have been provided with detailed information about the fees and charges associated with my course enrolment including information on tuition fees, enrolment fees, materials fees, payment terms and the applicable refund policy.
- To provide King's with up-to-date and accurate contacts details and notify them if anything changes.
- To be bound by King's Student Code of Conduct, and other student policies and procedures as well as National and State legislation and regulations including any variations that are made from time to time.
- I will follow the instructions of my trainers and assessors as well as other staff and contractors engaged by King's.
- I release and hold harmless King's, its directors, staffs and agents in respect of any property loss or personal injury that I may sustain whilst participating in my course.
- That King's is required to submit data sourced from this enrolment form to the National Centre for Vocational Education Research Ltd (NCVER) as a regulatory reporting requirement. The information contained on my enrolment form may be used by King's or the third parties such as employers (if training paid by an employer), Government departments and authorized agencies, NCVER, organizations conducting student surveys and/or researchers.
- That I may receive an NCVER student survey which may be administered by an NCVER employee, agent or third party contractor. (I understand that I may opt out of the survey at the time of being contacted)
- NCVER will use, disclose, and retain my data in accordance with the VET Data Protocol and all NCVER policies and protocols (including those published on NCVER's website at [www.ncver.edu.au](http://www.ncver.edu.au))

***DO not sign this form if you have not understood the above requirements and those outlined in the Student Handbook. If required, please ask the RTO to explain or provide further written information on any of the above before enrolling and signing below.***

**Student Name:**

**Student's Signature:**

**Date:**

 /  /