STUDENT APPLICATION FORM

Use this form to apply for a full-time course at Sydney Polytechnic Institute (SPI).
Before completing this form, please visit the SPI website for further details about our courses.

Section 1: Personal Details

Have you previously studied at SPI?   ☐ Yes   ☐ No   *(If yes, Student No.:*)

Title
☐ MR   ☐ MISS   ☐ MRS   ☐ MS   Other [   ]

Gender
☐ Male   ☐ Female   ☐ Other

Given Name

Middle Name

Family Name

Date of Birth (DD/MM/YYYY)

Mobile No.

Email Address

Marital Status
☐ Single   ☐ Married   ☐ Divorced   ☐ Separated   ☐ Widowed   ☐ Other, _____

Education Agent *(if student is recruited through the education agent)*

Education Agent:	Agent Contact:

Current Australian Residential Address

Street Address

Suburb/Town

State/Territory

Postcode

Telephone (Country code/ Area code/ Number)

International Residential Address

Street Address

Suburb/Town

State/Territory

Country

Postcode

Telephone (Country code/ Area code/ Number)

Section 2: Residency Information

Are you an Australian permanent resident?   ☐ Yes   ☐ No (*If yes, please skip to Section 3*)

Citizenship

Country of Birth

Passport No.

Expiry Date

Visa Type

Visa Subclass No.

Expiry Date

Are you currently living in Australia?   ☐ Yes   ☐ No   *If no, which country are you currently living in?*

Do you have OSHC?   ☐ Yes   ☐ No   *If yes, policy no.:*

Do you require SPI to arrange OSHC?   ☐ Yes   ☐ No

(*Overseas Student Health Cover is a compulsory requirement for all international students*)

Section 3: Course Selection

Please refer to the SPI website for detailed course information.

	Course ID	CRICOS Code	Course Name	Duration
☐	PQP	114577M	Postgraduate Qualifying Program (PQP)	26 weeks

Preferred PQP Course Start Date   **Year**

☐ Trimester 1 (Jan)   ☐ Trimester 2 (Apr)   ☐ Trimester 3 (Aug)

	Course ID	CRICOS Code	Course Name	Duration
☐	CRS1401265	112063J	Graduate Certificate in Data Science	34 weeks
☐	CRS1401266	112064H	Graduate Diploma in Data Science	1 year
☐	CRS1401267	112062K	Master of Data Science	2 years
☐	CRS1401267	112062K	Master of Data Science (Artificial Intelligence)	2 years
☐	CRS1401670	116959C	Bachelor of Computing	3 years

Role Specialisation
- ☐ Software Engineers
- ☐ Test Engineers
- ☐ Security Engineer
- ☐ Cloud Engineer
- ☐ Data Engineer
- ☐ Web Developer
- ☐ UX Designer
- ☐ AI Engineer
- ☐ I will choose later

	Course ID	CRICOS Code	Course Name	Duration
☐	CRS1401793	119363G	Master of Business Administration	2 years

Specialisation
- ☐ Technology Leadership
- ☐ Digital Marketing
- ☐ Digital Transformation

*Specialisation availability may vary by intake. Please confirm with your Account Manager or contact admissions@spi.nsw.edu.au

Preferred Course Start Date		**Year**

☐ Trimester 1 (Mar)   ☐ Trimester 2 (Jul)   ☐ Trimester 3 (Oct)

Section 4: Academic Credit and Recognition of Prior Learning (RPL)

Are you seeking academic credit and/or RPL based on your previous study or working experience?

☐ Yes   ☐ No

* If yes, please complete the Academic Credit and RPL Application Form which is available on the SPI website(http://spi.nsw.edu.au/wp-content/uploads/2023/01/Academic-Credit-and-RPL-Application-Form.pdf) or contact the Admission team at admissions@spi.nsw.edu.au.

Section 5: English Language Proficiency

You are required to provide proof of your English language proficiency before you can commence your study. See detailed requirements on the SPI website (https://www.spi.nsw.edu.au).

Is English your first language?   ☐ Yes   ☐ No   *if yes, please skip to **Section 6***

if No, what is your first language?:

Was English the language of instruction during any of your previous studies?   ☐ Yes   ☐ No

English test you have taken *(Attach evidence when submitting this application form.)*

Name of test: [   ]   Date of test: [   ]   Result: [   ]

Section 6: Disability/Health Condition

Do you have a medical issue, disability, learning need or other circumstance that may require reasonable adjustments to your learning environment?   ☐ Yes   ☐ No

If yes, the SPI Admissions Team will contact you directly to discuss requirements and potential accommodations following their assessment of your application.

Section 7: Education background and qualifications

Please list and attach documentary evidence of your highest and the most recent qualifications completed, including a full academic transcript (statement of results and evidence of successful completion). Documents not in English must be accompanied by certified translations. Also describe any current studies you are undertaking.

Name of Qualification (including main field of study)

Date enrolled and completed (DD/MM/YYYY – DD/MM/YYYY)

Name of Institution

Country

Name of Qualification (including main field of study)

Date enrolled and completed (DD/MM/YYYY – DD/MM/YYYY)

Name of Institution	**Country**

Unique Student Identifier (USI)

It is important that you try to find out whether you already have a USI before attempting to create a new one. You should not have more than one USI. To check if you already have a USI, use the 'Forgotten USI' link on the USI website at https://www.usi.gov.au/faqs/i-have-forgotten-my-usi/.

Unique Student Identifier (USI) - ▢

Application for Unique Student Identifier (USI)
If you would like us SPI to apply for a USI on your behalf you must authorise us to do so and declare that you have read the privacy information at <https://www.usi.gov.au/documents/privacy-notice-when-rto-applies-their-behalf>. You must also provide some additional information as noted at the end of this form so that we can apply for a USI on your behalf.

☐ I [NAME] _____ authorise [Sydney Polytechnic Institute] to apply pursuant to sub-section 9(2) of the Student Identifiers Act 2014, for a USI on my behalf.

I have read and I consent to the collection, use and disclosure of my personal information (which may include sensitive information) pursuant to the information detailed at <https://www.usi.gov.au/documents/privacy-notice-when-rto-applies-their-behalf>.

Town/City of Birth_____ (please write the name of the Australian or overseas town or city where you were born)

Section 9: Document Checklist

Your completed Application Form should include the following documentation.

☐ Passport - Certified copies of personal details and photo pages of passport and certified copy of Australian Visa page of passport or Visa Grant Notice *(if applicable)*

☐ Certified copy of evidence of English Language Proficiency

☐ Education and Employment History including any certified academic transcripts

☐ Certified copy of existing overseas student health cover (OSHC) *(if applicable)*

☐ Completed Academic Credit and Recognition of Prior Learning Application Form *(if applicable)*

☐ Other certified supporting documents to support your application *(if these documents are not in English, you must provide certified English translations)*

Student Declaration and Agreement

- I am aware of the conditions relating to my admission into Sydney Polytechnic Institute (SPI).
- I declare to the best of my knowledge that the information supplied on this application form and all supporting documentation is correct and complete, and that any supplementary application documents (personal statement, folio, or additional requirements) are my own work. I acknowledge that SPI reserves the right to vary or reverse any decision regarding admission or enrolment which has been made on the basis of incorrect, fraudulent or incomplete information. I also acknowledge that failure to disclose my full academic record may result in SPI revoking an offer or terminating my studies at any stage. I authorise SPI to seek verification of my academic and professional qualifications, and work experience.
- I acknowledge that SPI reserves the right to vary courses, subjects, the mode of delivery, assessment, and admission requirements at any time at its discretion.
- I acknowledge SPI places restrictions on program and institution transfers and that I may not be permitted to change my program or institution without permission.
- I consent to SPI using and disclosing my personal information under the conditions relating to the Refund Policy as set out at: www.spi.nsw.edu.au
- I understand the fees listed in this publication are an estimate only, based on the subjects in which I enrol, and will vary depending on the subject and the actual subject enrolment load. I agree to pay all fees for which I am liable. I acknowledge that the tuition fee is exclusive of the cost of textbooks, health insurance or living expenses such as food, accommodation, transport, and medical costs. Details on any additional costs can be found within course descriptions on the SPI website www.spi.nsw.edu.au.
- I acknowledge that tuition and other fees are subject to change each year. SPI reserves the right to vary fees on an annual basis. Should SPI decide to increase its fees, that increase will take effect on 1 January of the following year. The promotion tuition fee is subject to change or discontinue due to various factors, including legislative updates, market trends or internal strategic decisions. In the event of promotion discontinuation, the standard tuition fee will apply.
- I understand that SPI will not pay my tuition fees or living expenses if I am unable to fund my stay in Australia and that SPI may cancel my enrolment and CoE which can change my Visa status.
- I understand the conditions of enrolment stated on the Student Admissions and Enrolment Policy, and Tuition fees Payment and Refund Policy. I understand that SPI's policies are subject to periodic review and updates. I acknowledge that I must refer to the most recent policies that are available on SPI's website and student handbook.
- I am aware that any tuition fees received in form of discounted initial tuition fee or less than required tuition fee than it was mentioned in the offer letter to issue CoE will not be eligible for refund if I do not commence the study unless for the reason that the student visa is refused.
- I understand the Enrolment fee, Material fee that is submitted along with an application for enrolment is non-refundable, regardless of the assessment outcome or enrolment status.
- I understand the career outcomes, structure, and delivery mode of my chosen course.
- I am aware of my work rights and restrictions while studying in Australia on a student Visa.
- I am aware that my Visa application may be rejected by the Department of Home Affairs (DHA) if they are not satisfied that I am a genuine student and do not pass their health and character checks.
- I am aware that the DHA may cancel my Visa if I do not abide by the visa conditions.
- I have completed all sections of the application form, attached necessary certified copies of documents. I am aware that I am responsible for keeping a copy of offer letter and receipts of tuition fees and non-tuition fees.
- I accept that this application and supporting documentation become the property of SPI and are not returnable.
- I understand this agreement does not remove my right to take further action under Australia's consumer protection laws.
- I have read and I understand the declaration above.
- I authorise SPI to disclose information relevant to my application and enrolment to the Institute's preferred OSHC provider and other third parties for the purposes of arranging my OSHC, progressing my application and enrolment, and administering my course. I also authorise SPI to access the Department of Home Affairs (DHA) Visa Entitlement Verification Online System (VEVO) to obtain information on my visa status.

Privacy Statement

Any information provided by you to SPI as part of this application form, including any supporting materials and documentation, will only be used for the administrative or educational purposes of the Institute, or in accordance with your specific consent. SPI will not disclose your personal information to a third party unless required to do so and/or as permitted by law or where you have consented to the disclosure. SPI may use your personal information for marketing purposes, however if you would like SPI to refrain from doing so, please advise the Admissions office via email on admissions@spi.nsw.edu.au. Information relating to how SPI collects, uses or discloses your personal information and how you may complain about the Institute's handling of your personal information is contained in the Institute's Privacy Policy at (https://www.spi.nsw.edu.au). If you wish to access your personal information or inquire about the handling of it, please contact the Admissions office via email at admissions@spi.nsw.edu.au.

Applicant Full Name

Applicant Signature

Date