STUDENT APPLICATION FORM

RTO Code: 45369 CRICOS Code: 03994F P: 02 7226 2000 E: info@kings.nsw.edu.au W: www.kings.nsw.edu.au Address: 48 Oxford St, Darlinghurst NSW 2010

Are you?

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

Personal Information

Title:	☐ Mr ☐ Mrs ☐ Ms ☐ Miss	Gender:	☐ Male ☐ Female ☐ other
Given Names:		Family Name:	
Preferred Name (Nick Name):		Email (compulsory):	
Date of Birth:		Nationality:	
Place of Birth (City):		Country of Birth:	
Passport No:		Expiry date:	
Visa Status:		Visa Number:	Expiry date:

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		Address in Home Country	
Building Name:		Flat/unit details:	
Flat/unit details:		Street number:	
Street number:		Street name:	
Street name:		City/Town/Suburb:	
City/Town/Suburb:		State:	
State:		Postcode:	
Postcode:		Country:	
Home Phone:		Home Phone:	
Mobile Phone:		Mobile Phone:	

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

Qualification level:

☐ Bachelor degree or higher ☐ Advanced diploma or associate degree ☐ Diploma 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

2027 ☐ 04 JAN ☐ 05 APR ☐ 05 JUL ☐ 04 OCT

2028 ☐ 03 JAN ☐ 03 APR ☐ 03 JUL ☐ 02 OCT

Courses

☐ SIT30821 Certificate III in Commercial Cookery (CRICOS COURSE CODE : 109920K) : 52 weeks

☐ SIT40521 Certificate IV in Kitchen Management (CRICOS COURSE CODE : 109622J) : 78 weeks

☐ SIT40721 Certificate IV in Patisserie (CRICOS COURSE CODE : 120774M) : 78 weeks

☐ SIT50422 Diploma of Hospitality Management (CRICOS COURSE CODE : 110581C) : 104 weeks

☐ SIT60322 Advanced Diploma of Hospitality Management (CRICOS COURSE CODE : 110582B) : 156 weeks

Fast Track Course (Non-Subclass 500 Visa Holders ONLY with Full Study Rights for Entire Course Duration)

☐ SIT40721 Certificate IV in Patisserie : 52 weeks (Fast Track)

Packaged Courses

☐ Package 1 : Course duration 2 years (104 weeks)

- SIT40521 Certificate IV in Kitchen Management : 78 weeks
- SIT50422 Diploma of Hospitality Management : 26 weeks

☐ Package 2 : Course duration 3 years (156 weeks)

- SIT40521 Certificate IV in Kitchen Management : 78 weeks
- SIT50422 Diploma of Hospitality Management : 26 weeks
- SIT60322 Advanced Diploma of Hospitality Management : 52 weeks

☐ Package 3 : Course duration 2 years (104 weeks)

- SIT40721 Certificate IV in Patisserie : 78 weeks
- SIT50422 Diploma of Hospitality Management : 26 weeks

☐ Package 4 : Course duration 3 years (156 weeks)

- SIT40721 Certificate IV in Patisserie : 78 weeks
- SIT50422 Diploma of Hospitality Management : 26 weeks
- SIT60322 Advanced Diploma of Hospitality Management : 52 weeks

☐ Package 5 : Course duration 2.5 years (130 weeks)

- SIT40521 Certificate IV in Kitchen Management : 78 weeks
- SIT40721 Certificate IV in Patisserie : 26 weeks
- SIT50422 Diploma of Hospitality Management : 26 weeks

Study Reason

☐ To get a job ☐ To develop my existing business ☐ To start my own business

☐ To try for a different career ☐ To get a better job or promotion ☐ It was a requirement of my job

☐ I wanted extra skills for my job ☐ To get into another course of study ☐ For personal interest or self-development

☐ To get skills for community/voluntary work ☐ 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

Student Training Needs Survey

The RTO endeavours to meet the learning needs of individual learners. Particular needs might include physical requirements, learning styles, modes of delivery or volume of learning (such as timeframes, amount of instruction, assessment attempts). The following information will assist the RTO to provide the best learning environment to satisfy your needs. Please feel welcome to discuss any issues with the school. ***These questions are not part of the eligibility criteria.***

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

☐ No ☐ Yes – Please provide details

What learning mode do you prefer?

☐ Practical / Hands-on Demonstrations ☐ Theory / Classroom Based ☐ On-line / Distance

☐ Flexible or Self-paced Delivery ☐ Project based ☐ Group Projects

What suggestions can you make to ensure your learning is effective? - such as timetabling/schedules, evening/weekend classes, computer-based assessments, Recognition or Prior Learning (RPL)

Are there any aspects of a learning environment that makes you uncomfortable? such as group work, presentations, practical demonstrations, tests/exams

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 School of Culinary Arts 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 School of Culinary Arts 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 School of Culinary Arts 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 School of Culinary Arts.

Questionnaire

Answer all the questions provided below:

1. How do you think this course will assist you to achieve your career goals? Why have you chosen Australia instead of studying in your home country?

2. Why have you chosen King's school of Culinary Arts?

3. Do you hold any formal qualifications relevant to the course you wish to enroll?

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
- ☐ Attending online classes
- ☐ 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?

CORE SKILLS ASSESSMENT (INITIAL)

Reading

1. Read the paragraph below and answer the questions that follow.

In warehouses and freight terminals across NSW, forklifts are used to lift, stack and transfer loads. WorkSafe NSW has a zero-tolerance approach to the unsafe use of forklifts, considered one of the most dangerous pieces of equipment found at NSW workplaces. To be effective, a forklift must be manoeuvrable. To achieve manoeuvrability, forklifts are designed to be compact, making them less stable than other vehicles and mobile plant. Forklifts have a range of limitations, from maximum load weight to speed. These factors affect the operator and the forklift itself.

Writing

2. Answer the following questions in your own words.

a) Why does WorkSafe NSW have a zero-tolerance approach to the unsafe use of forklifts?

b) To be manoeuvrable a forklift has certain characteristics compared with other vehicles and plan. What are these?

Numeracy

3. The table below shows the minimum braking distance for common forklifts.

Use the information in the table to provide estimated answers to the following questions.

Reaction distance and total stopping distance					
Speed (km/h)	6	12	16	18	20
Distance travelled while driver reacts and applies brakes (m)	2.5	5	6.7	7.5	8.3
Maximum stopping distance (m)	2.9-3.2	7-8	9.5-12	11-14	13-16.5

	a) **What is the maximum stopping distance if the forklift is travelling at 20 km/h?** b) **Even at 6km/h, a forklift driver will take _____ metres to react and apply the brakes. He will need at least _____ metres to stop.**

Computer Skills Capability

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

Digital Literacy/Proficiency (please tick)			
My skill level in these Computer Operations is:	Competent	Need support	No Experience
Start up and shut down a computer and related equipment	☐	☐	☐
Use an online drive such as Google Drive, OneDrive or Dropbox	☐	☐	☐
Switch WiFi on and off	☐	☐	☐
File and Folder Management			
Create, delete, copy and rename files and folders	☐	☐	☐
Save documents in folders and open files from folders	☐	☐	☐
Word Processing (such as MS Word)			
Enter, edit text and use the following: clipboard, cut, copy, paste delete, insert	☐	☐	☐
Change font style, size, colour and change margins, line/paragraph spacing, use tabs	☐	☐	☐
Create and edit headers and Footers	☐	☐	☐
Insert page numbers, file name, date and time, pictures, bullet & numbered lists	☐	☐	☐
Insert and edit tables	☐	☐	☐
Internet			

Enter and understand web addresses/URLs	☐	☐	☐
Search for and access resources and information through a search browser	☐	☐	☐
Download, store and print information from the Internet	☐	☐	☐
Reference material sourced from the Internet including AI	☐	☐	☐
Understand the use of copyright material form electronic sources including AI	☐	☐	☐
Email			
Create, write and send an email	☐	☐	☐
Use functions in emails, such as copy, past, font size & style,	☐	☐	☐
Attach files, open attachments, store and print attachments	☐	☐	☐
Sort emails into folders	☐	☐	☐
Learning Management Systems (LMS)			
Log in and access a learning environment within an LMS	☐	☐	☐

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 School of Culinary Arts 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 School of Culinary Arts with up-to-date and accurate contacts details and notify them if anything changes.
- To be bound by King's School of Culinary Arts 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 School of Culinary Arts.
- I release and hold harmless King's School of Culinary Arts, 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 School of Culinary Arts 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 School of Culinary Arts 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)

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: / /

RTO use only:

Details entered into system?	No	/	Yes
Pre- Enrolment Assessment completed?	No	/	Yes
USI verified?	No	/	Yes

Does the prospective learner require assistance with (if Yes, provide details below):

Numeracy skills?	☐ Yes	☐ No
Literacy skills?	☐ Yes	☐ No
Language Skills?	☐ Yes	☐ No
Physical needs	☐ Yes	☐ No
Specific learning needs?	☐ Yes	☐ No
Other needs?	☐ Yes	☐ No

Note (if any):

RTO Officer Full Name:			
Signature:		Date:	/ /