

Application for registration

Full Fee Paying Overseas Student

CRICOS Provider No: 00557G

The use of the following information by Ballarat & Clarendon College is defined by the National Privacy Principles contained in the Commonwealth Privacy Act. For complete details please refer to the Privacy Policy available from the Clarendon website www.clarendon.vic.edu.au

Student surname: _____ Date of birth: / /

Given names (in full): _____

Day student Boarder Male Female

Desired Class level of entry (Years 1-12): _____ Calendar year of entry: _____

Term of entry 1 2 3 4

Present school attended: _____

Primary Contact 1 Mr Mrs Miss Ms Dr Name: _____

Address (in full): _____

_____ Post Code: _____

Student address (in full) (if different from Primary Contact 1): _____

_____ Post Code: _____

Occupation: _____

Telephone(s): BH: _____ AH: _____ Silent:

Mobile: _____

E-mail: _____

Relationship to student: _____

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Primary Contact 2 Mr Mrs Miss Ms Dr Name:

Address (in full):

Post Code:

Occupation:

Telephone(s): BH:

AH:

Silent:

Mobile:

E-mail:

Relationship to student:

Details of guardian based in Victoria, where parents are resident outside Australia.

Australian Guardian Mr Mrs Miss Ms Dr Name:

Address (in full):

Post Code:

Telephone(s): BH:

AH:

Silent:

Mobile:

E-mail:

Relationship to student:

In order to provide the best possible educational outcomes, consultation may be necessary with relevant personnel. Please give details of any special needs relevant to your child's enrolment at the school (eg psychological, medical, physical, educational, legal access). Attach separate note if necessary.

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If you have had previous contact with the College through a different name and/or address, please list details:

Is either parent an Old Collegian? Yes No

Previous House affiliations of family members, including parents (include JS, MS, Yr 9, SS).

If there is a sibling currently attending the College, please name their House(s):

Registration checklist:

- Application for Registration Form
- Birth Certificate (copy)
- Passport (copy)
- Registration Fee (\$A100) (If cheque, make payable to Ballarat & Clarendon College. Payment is accepted by credit card).
- AEAS Test Results

I agree/we jointly and severally agree to abide by the Conditions of Registration and agree to adhere to BCC policies and to pay the College such fees and other charges as may be notified to me/us from time to time by the College. Where two Primary Contacts exist, both signatures are required on this form.

Signatures:

Primary Contact 1: _____ Date: / /

Primary Contact 2: _____ Date: / /

When completed, please return as soon as possible to:

Registrar & Head of Marketing
Ballarat & Clarendon College
1425 Sturt Street
Ballarat Victoria 3350

registrar@clarendon.vic.edu.au

FOR OFFICE USE ONLY

Homestay details: _____

Registration fee receipt no: _____

Date received: / /

Other: _____

Conditions of registration

The use of all information supplied to Ballarat Clarendon College on the Application for Registration form, and any subsequent forms, is defined by the National Privacy Principles contained in the Commonwealth Privacy Act. Complete details of our Privacy Policy and Collection Statement may be obtained from College offices.

Enrolment Registration and Confirmation Fees

1. A Registration Fee for new students (\$100) must accompany each 'Application for Registration' form. The Registration Fee is not refundable. Payment of the Registration Fee does not guarantee the offer of a place in the school for the child.
2. Parents/Guardians wishing to register their child/ren into Ballarat Clarendon College do so on the condition they have made themselves familiar with the Schedule of Fees, the Curriculum outline and Ballarat Clarendon College Policies which can be found on our website at http://www.clarendon.vic.edu.au/?page_id=231
3. A Confirmation Deposit for each child is payable prior to enrolment. A Confirmation Deposit is not transferable between children. No refund of the Confirmation Deposit will be made if the child does not attend the College (in Prep to Year 12). In the event of unforeseen circumstances, written application may be made to the Principal to amend the Year of Offer. The Principal may agree to such an amendment, and apply the Confirmation Deposit to the second term in the revised Year of Offer. The Confirmation Deposit is apportioned between a subscription to the College journal Ring-a-Roo and Tuition Fees in the second term of the student's attendance.
4. The College maintains an open entry policy for students from Pre-School to Year 12. Students are considered for enrolment regardless of background and abilities. No entry tests are required. Students are accepted into the College in strict order of the date of their registration; however staffing requirements may necessitate the accommodation of a family member, and children of Old Collegians and siblings of students already attending Clarendon are given twelve months' priority-listing in the date of their registration.

Credit Card Remittance

To authorise credit card payment of your Registration Fee, please provide the necessary details as outlined below.

Once completed, forward this form to the Admissions & Marketing Manager, along with the completed *Application for Registration* form and other required materials.

The information you supply on this form is confidential and will not be used for any other purpose.

Please debit my Visa MasterCard Amex

for \$

Card number:

Expiry Date:

Name on Card:

Signature:

For any enquiries regarding this payment, please contact the Admissions & Marketing Manager

Ballarat Clarendon College

1425 Sturt Street

Ballarat Victoria 3350

T + 61 3 5330 8312

F + 61 3 5330 8297

registrar@clarendon.vic.edu.au

www.clarendon.vic.edu.au