

*International*  
STUDENT  
APPLICATION



COOLUM BEACH  
CHRISTIAN COLLEGE

*knowledge · wisdom · love*





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# International Student Enrolment Application Form

To register, a completed Application form needs to be submitted with a copy of the child's last two years of school reports including latest report.

A copy of the child's passport or birth certificate is to be provided and a \$AUD210.00 non-refundable enrolment application fee.

The school reports need to be in English and must include details of proficiency in English and be certified translated copies. If Reports do not show evidence of English ability, an English ability test is required. If reports are not in English, a translated copy is required at the applicant's cost.

The Registrar will acknowledge applications and then considered by the Enrolments Committee.

The applicant will be advised the outcome of your application. If accepted, a Letter of Offer, Written Agreement, itemised fees and payment details will be issued. You will be requested to sign the Written Agreement. When the Written Agreement is received and fees are paid, an ECOE is issued for your visa application.

Where a student is enrolled to start but defers or withdraws, please refer to the conditions detailed in the College Deferment, Suspension and Cancellation Policy and Refund Policy.

Should it become necessary that a student cannot continue enrolment at the College, please refer to the conditions detailed in the College Deferment, Suspension and Cancellation Policy and Refund Policy.

Several factors are taken into consideration prior to offers being made. These include date of registration, school reports, interview, level of English proficiency, current siblings at the College, and class gender balance.

A separate enrolment is required for each student in the family.

The payment of a non-refundable Registration Fee does not guarantee enrolment or the opportunity for an interview. The Enrolment Policy may be varied at any time at the Principal's discretion.

Please do not submit originals. Please note: Completion of this form does not guarantee a place at the College.

Please ensure that you have read the International Student Handbook prior to making application.

***Coolum Beach Christian College Ltd t/a Coolum Beach Christian College***  
***CRICOS Provider Code: 02954M***

Please provide details of Parents/Guardians **who are residing** with the student

STUDENT DETAILS				
Surname (Legal Name)			Provide photo of student here	
Surname (Known as Surname)				
First Name		Preferred Name		
Middle Name/s				
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female		Date of Birth <i>Proof required</i>		
Academic Year of Entry (e.g. Grade 7)	Term Number	Calender Year of entry (e.g. 2017)		
Country of Birth		Nationality of Student		
If student is not an Australian Citizen – Please provide a copy of student's passport showing current visa details				
Passport Number				
Visa number		Expiry Date		Arrival date
Visa type				
Due date of arrival in Australia (if visa granted)				
Date of departure from Australia (if visa granted)				
Do you require a host family? <input type="checkbox"/> Yes <input type="checkbox"/> No				
PARENT NAMES Parents/Guardians residing with the student while in Australia.				
Parent/Guardian A		Parent/Guardian B		
LANGUAGE				
Does the student speak a language other than English at home? <input type="checkbox"/> Yes <input type="checkbox"/> No - English only				
First language spoken at home by the student				
Second language spoken at home by the student				
English Ability (Has the student learnt English at school? If yes, to what year level? Are there any independent English test results:				
SCHOOLING HISTORY				
Current and or previous schools attended including name of childcare or kindergarten (from most recent)				
Current	Address		Year/s	
2	Address		Year/s	
3	Address		Year/s	
Has this student been expelled, requested to leave, suspended, or refused admission to another school? <input type="checkbox"/> Yes <input type="checkbox"/> No				
If Yes please provide reason for leaving				
Is this student a sibling of a currently enrolled or previously enrolled student of Coolum Beach Christian College? <input type="checkbox"/> Yes <input type="checkbox"/> No				

STUDENT ACCOMPLISHMENTS			
Academic Achievements			
Sporting Achievements			
Music Awards/Achievements			
Interests and Hobbies			
Has this student been previously enrolled at Coolum Beach Christian College? <input type="checkbox"/> Yes <input type="checkbox"/> No      Grade/s      Year/s			
What are your reasons for wanting to enrol this student at Coolum Beach Christian College?			
CHRISTIAN COMMITMENT			
Does the student attend church, Sunday school or youth group? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Name of current or previous Church (Children/youth activities)			
Attendance <input type="checkbox"/> Regular <input type="checkbox"/> Occasional <input type="checkbox"/> Non-church attending			
STUDENT HISTORY			
<b>Medical Needs</b> Does this student suffer from any of the following medical needs?			
Vision	<input type="checkbox"/> Yes <input type="checkbox"/> No	Allergies	<input type="checkbox"/> Yes <input type="checkbox"/> No
Hearing	<input type="checkbox"/> Yes <input type="checkbox"/> No	Serious illnesses, operations or accidents	<input type="checkbox"/> Yes <input type="checkbox"/> No
Asthma/other	<input type="checkbox"/> Yes <input type="checkbox"/> No	Blood Disorder	<input type="checkbox"/> Yes <input type="checkbox"/> No
Diabetes	<input type="checkbox"/> Yes <input type="checkbox"/> No	Epilepsy	<input type="checkbox"/> Yes <input type="checkbox"/> No
Heart Problems	<input type="checkbox"/> Yes <input type="checkbox"/> No	Migraine	<input type="checkbox"/> Yes <input type="checkbox"/> No
Phobias	<input type="checkbox"/> Yes <input type="checkbox"/> No	Respiratory Problems	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Specialist Services</b> Has this student attended or scheduled to attend any of the following Specialist services?			
		Name of Centre/Specialist	Date of 1st Visit
State/Child Guidance/Counsellor	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Speech Pathologist	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Occupational Therapist	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Physiotherapist	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Psychiatrist/Psychologist	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Specialist Clinic (Hospital/ Private)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Audiologist	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Educational Psychologist/Consultant	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Paediatrician	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Other (e.g. Optometrist)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Disability / Impairment/Educational Need</b> Has your child ever been diagnosed / verified as having any of the following?			
Autistic Spectrum Disorder (Inc Asperger's)	<input type="checkbox"/> Yes <input type="checkbox"/> No	Vision Impairment	<input type="checkbox"/> Yes <input type="checkbox"/> No
Hearing Impairment	<input type="checkbox"/> Yes <input type="checkbox"/> No	Learning Difficulty/Disability	<input type="checkbox"/> Yes <input type="checkbox"/> No
Intellectual Impairment	<input type="checkbox"/> Yes <input type="checkbox"/> No	Dyslexia	<input type="checkbox"/> Yes <input type="checkbox"/> No
Developmental Delay	<input type="checkbox"/> Yes <input type="checkbox"/> No	Attention Deficit Disorder ADD	<input type="checkbox"/> Yes <input type="checkbox"/> No
Physical Impairment	<input type="checkbox"/> Yes <input type="checkbox"/> No	Attention Deficit Hyperactivity Disorder ADHD	<input type="checkbox"/> Yes <input type="checkbox"/> No

Speech Language Impairment	<input type="checkbox"/> Yes <input type="checkbox"/> No	Obsessive Compulsive Disorder OCD	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other (please specify)			
<b>Educational Adjustment Program (EAP)/Ascertainment</b>			
Has your child ever received an Educational Adjustment Program/Ascertainment Level?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Is this current? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Category e.g. II, SLI, ASD, PI, HI, VI, SE, IU etc.  Documentation related to Profiling or Appraisement must be provided.	Cat.	Level	
Has this student been assessed as Gifted and Talented?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Area/s:	
Has the student repeated a year level?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Year	
Has the student been accelerated a year level?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Year	
Has this student received learning enrichment/support?	<input type="checkbox"/> Yes <input type="checkbox"/> No	School	
<b>Psychological/Pastoral Care Needs</b>			
Has this student been victimised or bullied in a previous educational setting?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Does this student suffer from any psychological conditions? e.g. depression, anxiety	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Does this student take any medication regularly? If so, please provide details.	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Does this student require Pastoral Care in regards to specific emotional needs? e.g loss of parent, trauma, social stresses, phobias?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Are any of the listed conditions above likely to affect the student's ability to participate fully in school activities? (e.g. classroom learning, socialisation, sport, camps, excursions etc)			<input type="checkbox"/> Yes <input type="checkbox"/> No

*If you have answered YES to any of the above questions, please provide supporting documentation and attach reports, or more information to this application form. The College recognises that protecting students from harm and the risk of harm is fundamental to maximising their personal and academic potential. For this reason the welfare and best interests of the children with our College will always be a primary consideration. See Parents/Guardians Declaration **Failure to provide true and accurate information may result in withdrawal of enrolment contract.***

PARENT/GUARDIAN A		PARENT/GUARDIAN B	
<b>Relationship to child/ren</b> <input type="checkbox"/> Parent <input type="checkbox"/> Step-Parent by marriage <input type="checkbox"/> Guardian <input type="checkbox"/> Other		<b>Relationship to child/ren</b> <input type="checkbox"/> Parent <input type="checkbox"/> Step-Parent by marriage <input type="checkbox"/> Guardian <input type="checkbox"/> Other	
<b>Relationship to Parent B (if applicable)</b> <input type="checkbox"/> Married <input type="checkbox"/> De Facto <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Other		<b>Relationship to Parent A (if applicable)</b> <input type="checkbox"/> Married <input type="checkbox"/> De Facto <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Other	
Title		Title	
First Names		First Names	
Preferred Name		Preferred Name	
Surname		Surname	
Occupation		Occupation	
Employer/Business		Employer/Business	
Own Business <input type="checkbox"/> Yes <input type="checkbox"/> No		Own Business <input type="checkbox"/> Yes <input type="checkbox"/> No	
Nationality <i>Please provide copy of passport &amp; visa if not Australian by Nationality</i>		Nationality <i>Please provide copy of passport &amp; visa if not Australian by Nationality</i>	
Country of Birth		Country of Birth	
Language <i>primarily</i> spoken in the home		Language <i>primarily</i> spoken in the home	
Did either parent attend Coolum Beach Christian College as an Alumni or Past Student? <input type="checkbox"/> Yes <input type="checkbox"/> No Name (as enrolled) Years attended Class of Sports House			
<b>CONTACT DETAILS</b>			
Home Phone		Home Phone	
Business Phone		Business Phone	
Mobile Phone		Mobile Phone	
Email Address		Email Address	
<b>ADDRESS DETAILS</b>			
Home address			
Suburb		State	Postcode
Country			
Mailing address (if different from home address)			
Suburb		State	Postcode
Country			
Billing Title (name of school fee account recipient)			
Billing Address (if different from postal address)			
<b>EMERGENCY CONTACT PERSON (other than parent/guardians making this application)</b>			
Name		Relationship to child/ren	
Address		State	Postcode
Country			
Email			
Phone numbers Home		Work	Mobile

## SUPPORTING STATEMENTS AND PARENT/GUARDIAN DECLARATION

The College believes that parents and/or guardians enrolling their child/children into Coolum Beach Christian College can agree and therefore sign the following supporting statements.

It is important to emphasise that the basis of enrolment at Coolum Beach Christian College is a partnership with parents for their child's education based on mutual support and commitment to the College's values. These values are entrenched in the College's documentation and are themselves, non-negotiable.

I/we understand and support the following statements:

- That the College mission is to deliver high quality education that develops a passion for lifelong learning, Christian character and a desire to serve God in the wider community. The College vision is to deliver innovative, relevant education that develops personal excellence and school pride within a safe Christ-centred environment.
- That Coolum Beach Christian College is founded and based on biblical principles foundational to the Bible, which is held in its entirety as the indisputable Word of God.
- I/we am/are willing to support the fundamental truths and teachings of the Bible as articulated in the College's *Statement of Faith* (provided overleaf) and understand that they will form the basis of the education that my/our child will receive at Coolum Beach Christian College.
- I/we understand that because of the College's Christian ethos, certain attitudes and standards of behaviour are expected, which include:
  - Participation in the spiritual programs of the College by all students with the support of parents/guardians.
  - Respect for the practices of all Christian denominations, without exception.
  - Support and respect for Christian values, morals and ethics by students and parents/guardians.
  - Treating College Staff with respect and tolerance.
- I/we understand that the enrolment of my/our child is conditional upon their full participation in the set curriculum and related activities, including those of a specifically Christian nature, including camps, excursions, chapel, pastoral care and sport programs.
- I/we understand during the student's enrolment at the College, the student will be bound by all rules, regulations and policies authorised by the College. We as parents/guardians, as far as is practical, will ensure that the student complies with those policies and rules. The policies and rules are communicated through the College website, Parent Handbooks, Student Diaries, Newsletters and/or direct mail outs.
- I/we will disclose completely to the College any medical, learning or psychological condition that my/our child has that affects their academic performance, health and safety or ability to participate fully as a member of the College community. I/we agree to disclose promptly any emergent conditions whilst they are attending Coolum Beach Christian College. This condition may require special consideration of their education needs. Failure to provide true and accurate information may result in withdrawal of the Enrolment Contract.
- The College recognises that protecting students from harm and the risk of harm is fundamental to maximising their personal and academic potential. For this reason the welfare and best interests of the children with our College will always be a primary consideration. Therefore, Pastoral Care is given to every student as required where the Pastoral Care team sees fit.
- That the College collects personal information about students, their parents and people who care for them. The collection of this information enables the College to fulfil all actions connected with educating the students. Please find our *Privacy Policy* on our website.
- That upon offer of a position at Coolum Beach Christian College parents/guardians will be provided with a *Student Enrolment Contract*. The *Enrolment Contract* is the formal agreement of the obligations that the College has to its families and students and the family and student has to the College.
- You consent to the personal information & images being used for educational and ancillary purposes including the marketing of the College unless requested otherwise by you **in writing**.
- You agree that the College may make any enquiry at any previous school/s attended by your child, or respond to any enquiries from prospective schools where you have sought future enrolment. Such enquiries could include, but not be limited to, academic results, behaviour and attendance records, and tuition fee account status.

- You will comply with the College credit policy including payment of all fees and levies by the due date.
- Failure to come to a suitable payment arrangement may result in the matter being referred to a Debt Collection Agency or Solicitor. Costs and commissions associated with the collection will be added to the outstanding balance.
- If families are intending to leave the College, the College must be informed in writing as soon as possible. (The College cannot accept a verbal notice as an official notice of withdrawal). The written notice is to be given directly to the College office and not handed to a classroom teacher or bus driver. A minimum of 20 term days written notice (excluding school holidays) prior to the child's last day at the College must be received by our office. For example, if a student is to be withdrawn at the end of the school year and the final day of school is 2 December, a written notice must be received by the College office 20 term days prior to 2 December.

In order to meet attendance requirements, it is necessary for students to be in full attendance during the period that notice has been given. Failure to provide written notice will incur a late penalty equal to four weeks of term fees, in lieu of notice. All outstanding fees, accounts and levies are to be paid in full prior to the last day of attendance.

- I/we give consent for my child/children to travel on the College bus or by any form of public or private transport where such transport is deemed by the College to be necessary or desirable.
- Provide the College with all requested information regarding my child including medical and other reports, academic information and school reports where available.
- Advise the College of any disability or impairment that I am aware of in relation to my child, and, likewise, to advise the College of any disability or impairment relating to my child that I may become aware of in the future.
- Consent to the College obtaining information about my child, where necessary, from previous schools.
- Reimburse the College should my child destroy or damage any College property as a result of a breach of the policies and rules of the College.
- Authorise the Principal or his designated staff member, in the event of any medical or other emergency involving my child, and where it has been impossible or impractical to communicate with me, to act as considered appropriate and expedient. Furthermore, I will be responsible for any medical costs/outlays incurred in such a process

### Parent Declaration

I/we have read, understood and support the above statements in support of our Application for Enrolment of my/our child/ren to Coolum Beach Christian College.

Parent/Guardian A Name \_\_\_\_\_



Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent/Guardian B Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_



## APPLICATION CHECKLIST

- ☐ **Read the information contained in the College Prospectus/Website.** Please read through the College Prospectus/Website and the International Student Handbook to gain a full understanding of the College ethos and policies.
- ☐ **Completed the following application forms:**
  - ☐ **Application for Overseas Student Enrolment Student Details.** Ensure the application is signed and completed as comprehensibly as possible—the form has multiple pages.
- ☐ **Read and signed the Supporting Statements and Parent/Guardian Declaration.** Both parents/guardians must sign (only if both parents are making the Application for Enrolment).
- ☐ **Have attached/paid the Application for Enrolment Fee.** Attach payment or lodge with College - \$210 per student (maximum \$420 per family) (eftpos facilities available at College office). Please make cheques payable to Coolum Beach Christian College. This fee is non-refundable (except in special circumstances) and payable on lodgement of the application for enrolment.
- ☐ **Attached all required documentation:**
  - ☐ **Proof of Date of Birth** copy of e.g. Birth certificate, extract from Birth certificate, Passport
  - ☐ **Copy of Visa details** if family and/or student is not Australian resident or permanent resident
  - ☐ **School Reports** for current year of entry i.e. if applying for Year 7 – provide reports for Years 4, 5 & 6
- ☐ **Attached other documentation required:** If you have ticked Yes to any question under the section Student Needs on the Student Application for Enrolment you must provide supporting documentation.
  - ☐ Details of illness or medical condition
  - ☐ Learning Enrichment documentation or Individual Lesson Plans
  - ☐ Documentation regarding ADD, ADHD, ASD or other diagnoses
  - ☐ Details or description of victimization or bullying in previous educational setting
  - ☐ Any other documentation that may be relevant to my/our child/ren's education (e.g. educational reports, behavioural reports, specialist reports)

### SUBMITTING YOUR APPLICATION

Once completed and all required documentation is included, please forward application package to:

The Enrolments Registrar  
Coolum Beach Christian College  
PO Box 480  
COOLUM BEACH QLD 4573

Or email: [enrolments@cbcc.qld.edu.au](mailto:enrolments@cbcc.qld.edu.au)

## APPLICATION FOR ENROLMENT FEE

There is a \$210 Application for Enrolment Fee per student. Fee must accompany completed Application forms. Methods of payment include: credit card payment (details below), EFT - CBCC Bank Account Details Bank name: NAB, Swift Code NATAAU3303M Branch BSB: 084 855, Acc No: 565590490 OR PayPal Payment to [ap@cbcc.qld.edu.au](mailto:ap@cbcc.qld.edu.au)

To Coolum Beach Christian College

For Application for Enrolment Fee

Please charge my ☐ Mastercard ☐ Visa ☐ Bankcard

Total Amount \$\_\_\_\_\_.00

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Valid from: \_\_\_\_/\_\_\_\_/\_\_\_\_ Expiry date: \_\_\_\_/\_\_\_\_/\_\_\_\_ CCV#: \_\_\_\_\_ Cardholders Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature of Cardholder: \_\_\_\_\_

### Office use only

☐ cash ☐ cheque ☐ credit card ☐ EFTPOS ☐ money order

Date received \_\_\_\_/\_\_\_\_/\_\_\_\_

Received by \_\_\_\_\_ Receipt no \_\_\_\_\_ Amount \$ \_\_\_\_\_

## STATEMENT OF FAITH

1. The Bible is the inspired and only infallible and authoritative written Word of God.
2. There is one God, eternally existent in three persons, God the Father, God the Son, God the Holy Spirit.
3. In the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death, in His bodily resurrection, in His ascension to the right hand of the Father, in his personal future return to this earth in power and glory to rule a thousand years. In the blessed hope – the rapture of the Church at Christ's Coming, in the resurrection of both the saved and the lost, one to everlasting life and the other to everlasting damnation.
4. The only means of being cleansed from sins is by grace through repentance and faith in the precious blood of Jesus Christ.
5. Regeneration by the Holy Spirit is absolutely essential for personal salvation.
6. In the sanctifying power of the Holy Spirit by whose indwelling the Christian is enabled to live a holy life.
7. The baptism in the Holy Spirit according to Acts 2:4 is given to believers who ask.
8. In the present day reality of the supernatural operation of the gifts of the Spirit.
9. The redemptive work of Christ on the cross provides healing of the human body in answer to believing prayer.
10. In the observance of the ordinances of Christian baptism by full immersion for believers and Lord's Supper.

## PRIVACY STATEMENT

At Coolum Beach Christian College we respect the sensitivity of the personal information we collect from students, parents/guardians and families. This enables us to provide the best possible educational services to our students, and ensure their safety while in our care. As such, the College aims to comply with the Privacy Act 1988 and the thirteen Australian Privacy Principles introduced in 2014.

We encourage parents to read our full Privacy Policy, available on our website, [cbcc.qld.edu.au](http://cbcc.qld.edu.au), or in hard copy from our office.

**How do we collect information?** - We collect information from forms, such as those completed at enrolment or in preparation for school excursions. Information may also be collected at interviews. We do not collect personal information from third parties unless the individual has authorised us, in writing, to do so.

**What do we collect?** - We collect information regarding our student, their family arrangements, their health, and their past education. Where we ask for information that is not obviously relevant to our needs, we try to offer the reasons for our request before it is provided to us.

**Where is the information kept?** - We store information electronically and in hard copy on site. Access to this information is restricted to those staff that need the information. This is done through the use of passwords and lockable storage facilities. Personal information will never be disclosed to third parties without your written approval or unless the law requires us to do so.

The College strives to ensure the currency of information held, and students and parents are asked to assist in this matter.

**How long do we keep the information?** – Information is kept as long as required by legislation. When it is no longer required the information is securely destroyed.

Please note that we respect the right of individuals who choose to remain anonymous or to use a pseudonym.

**If you have any further questions regarding the handling of your personal information, including concerns, please approach our Office Staff in the first instance.**