

INTERNATIONAL STUDENT APPLICATION FORM

PLEASE COMPLETE ALL SECTIONS IN BLOCK LETTERS

Agent Code/Stamp



Campus Location: Melbourne Hobart

A PERSONAL DETAILS

Family name: _____
(as stated in your passport)

Given name (s): _____

Nationality: _____

Date of birth*: _____ Country of birth: _____
(dd/mm/yyyy) City of Birth: _____

Gender: Male Female

First Language: _____

Languages spoken at home: _____

*Student must be at least 18 years of age at the time of arrival in Australia.

Address in Australia (if known)

Street Address: _____

Suburb: _____

State: _____ Postcode: _____

Telephone: () _____

Mobile: _____ Fax: () _____

E-mail: _____

Do you have a Unique Student Identifier Number? Yes, please specify

No If 'No', I will create myself (please visit www.usi.gov.au)

Address in Your Home Country: _____

Country: _____

Telephone: () _____ Mobile: _____

Fax: () _____ E-mail: _____

Mailing Address in Australia (if different)

Street address: _____

Suburb: _____ State: _____ Postcode: _____

Telephone: () _____

Mobile: _____ Fax: () _____

E-mail: _____

Do you have any disabilities or medical conditions? Yes No

If 'Yes', please specify: _____

Will it impact your ability to study? Yes No

I authorise RGIT to create on my behalf (please fill USI Consent Form)

B PASSPORT AND VISA DETAILS

Passport number: _____

Expiry date: _____
(dd/mm/yyyy)

Country of citizenship: _____

Are you currently in Australia: Yes No

If yes, state your visa type:

Student, visa subclass: _____ Spouse Visitor

Other: Please specify: _____

Do you have a valid Overseas Student HealthCover (OSHC)? Yes No

Have you applied for permanent residency in Australia: Yes No

C COURSE OF STUDY

Please list the course/s you are applying for to study at RGIT Australia.

CRICOS Code	Name of the Course	Course Duration	Proposed Commencement Date (e.g. July 2018)

D REASON FOR CHOOSING THIS COURSE/S (please Tick one only)

- 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
- Other reasons

Where did you hear about us? Website Agents/ Seminars Advertisements Friends Other: _____

My referring agent/ consultant is _____

E ENGLISH LANGUAGE PROFICIENCY

Please tick (✓) which of the following applies to you. Attach relevant evidences/ documentation to support your selections.

- English is my first language. English was the language of instruction in my secondary/tertiary studies.
- I have completed a recognised English language test. Name of the test (e.g. IELTS, TOEFL): _____ Test score: _____
- I intend to complete an ELICOS course in Australia. Other (Please specify) _____

Please make sure you refer to the specific entry requirements that apply to the course you are applying for. These requirements are detailed in the student prospectus. From 1 July 2018, students applying for HLT541 15 Diploma of Nursing, would be required by the NMBA to provide a formal English language skills test when applying for registration and must provide a formal English language test result demonstrating achievement of the NMBA specified level of English language skills, prior to commencing the program (www.nursingmidwiferyboard.gov.au).

F EDUCATION HISTORY

Please provide details and documentation of your past education including the highest qualification reached or completed.

Year Completed	Name of School/Institution	State/Country	Name of Qualification	Course Duration
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

G EMPLOYMENT HISTORY

Please provide details and documents of your relevant employment. Attach a separate page if necessary.

Date Employed (e.g. Mar 13 – Feb 14)	Name & Country of Employer (e.g. Sheraton Pty Ltd, Australia)	Position	Duties
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

H REQUESTS AND PREFERENCES

Do you want RGIT Australia to organise your accommodation?

Yes No

If yes, what type of accommodation do you need?

Homestay

Sharing with others

Apartments, units and flats

Would you like RGIT Australia to provide you an airport pick-up?

Yes No

Please indicate your preferred timetable choices for classes

Weekdays

Weekends

(This Time-table choice is not guaranteed. RGIT Australia will do their best to meet this request!)

I MEDIA CONSENT

From time to time, RGIT Australia staff may request to take photographs/videos or verbal/written interviews/testimonials of students at RGIT or at places where the student is involved in an activity. These creations may be used in a classroom or on-the-job work activities or could be published by RGIT in print, digital or broadcast media such as documents, student magazine, website, RGIT TV, newsletters, displays, journals, professional development materials for trainers and marketing collateral. Staff may also at times request students provide any of the above of the students' own creation for the same purposes.

I do consent to RGIT Australia using any of the above materials involving me for the purposes outlined above.

I do not consent to RGIT Australia using any of the above materials involving me for the purposes outlined above.

J STUDENT DECLARATION

I confirm that I have read and understood RGIT Australia's current Student Prospectus or information provided on RGIT Australia website (www.rgit.edu.au) which details information about the ESOS framework, course entry requirements, English entry requirements, LLN requirements. I also understand fees payments and refund policy, including an explanation of what occurs, if for some unforeseen reason, the course is not delivered.

I confirm that I am fully aware of the fees and refund policy, conditions of enrolment and privacy statement as set out in Privacy Policy and Procedure, available at www.rgit.edu.au/policies, which I agree to abide by as a student at RGIT Australia.

I understand that I am not required to pay more than the initial tuition fee amount as stated on this offer letter (or 50% of the tuition fee) before the start of the course.

However, I am also aware that I have a choice to pay more than 50% of the tuition fees or the full course fees upfront if I choose to do so. Any amount of fees paid before the start of the course will be reflected in my Confirmation of Enrolment (CoE).

I declare that all information provided in this application is complete and correct. I understand that failure to provide correct information or documentation in relation to this application may result in cancellation of my enrolment.

Signature of Student*

Signature of Parent or Legal guardian*

Date (dd/mm/yyyy)

*Note: This application and declaration must be signed by a parent or legal guardian if the student is under 18 years of age at the time of application. Student must be at least 18 years of age at the time of arrival in Australia.

K Pre-Training Review (PTR)

The Pre-Training Review (PTR) is conducted prior to the enrolment into your course of studies to ensure that the training and assessment provided by Royal Gurkhas Institute of Technology (RGIT) Australia is able to meet the student's individual needs and their host workplace requirements (if applicable).

Before we make an offer, RGIT Australia is required to conduct a review of a student's current competencies, including their literacy and numeracy skills, in order to enroll them in the most appropriate course to achieve their intended outcomes.

The PTR ensures that RGIT Australia:

- understands the student's reasons for undertaking the course,
- ensures the suitability of the training to the student's
- understands the student's current competencies and therefore provides opportunities for these to be assessed through Recognition of Prior Learning (RPL), Recognized Current Competency (RCC) and/or Credit Transfer (CT)
- ensures the student's Language, Literacy and Numeracy skills suit the training and assessment strategies employed to deliver the course, and
- provides the relevant support required for the student to succeed in the course.

Please Note: The PTR assessment can be conducted and completed by the prospective student under the supervision of an authorised RGIT Australia representative. Part of this form may be completed by assessing the student application and supporting documents submitted.

PTR conducted via: Face to face Telephone

A. Course and unit information and job outcomes/pathways from the course

1. Provide details about the course and unit information.

Do you have an understanding of the course outline and the training program? Please refer to student's prospectus in RGIT Australia's website (www.rgit.edu.au)

Yes No

Do you think this course will improve your future career/education prospects?

Yes No

If yes, what are the reasons?

2. Provide details about the potential job outcomes and pathways.

Do you hope to work in the industry of your course after you graduate? Yes No

If yes, please specify how this course will assist you to achieve your career goal?

B. Competencies previously acquired

3. Do you have any work experience related to this course? Yes No

If yes, please specify:

4. Do you have any previous qualifications related to this course? Yes No

If yes, please specify:

5. What is your highest qualification? _____

6. If the qualification for which you are applying is lower than your highest qualification as specified above, please state the reason(s) why you plan to undertake this course.

7. **RPL (Recognition of Prior Learning)** is a form of assessment that recognizes skills and knowledge gained through formal training conducted by industry or education, work experience and life experience.
 Would you like to apply for RPL? Yes (please fill RPL Application Form) No
8. **CT (Credit Transfer)** a system whereby successfully completed units of competency contributing towards a degree or diploma can be transferred from one course to another.
 Would you like to apply for CT? Yes (please fill CT Application Form) No

C. Mode of study/learning style

9. **Thinking about how you best learn, which method is best for you?**
- Classroom face to face based
 - Workplace experience
 - Online learning
 - Mixed-mode of online learning and face to face
10. **When you have been taught previously, which methods suit you the best?**
- Demonstration
 - Role-plays
 - Written instructions, essay, written responses to short answer questions
 - Oral questions / interview / Discussions
 - Computer based learning and research
 - Projects / assignment
 - Group activities, working as part of a team

D. Learning needs – Language, Literacy and Numeracy (LLN)

The students' LLN level and needs are assessed using the prescribed testing method.

The following are a series of questions to ask the student, which supplement the prescribed testing to provide a holistic perspective of the students' needs and to recommend appropriate LLN, learning or other specific support arrangements. Students who enrol in HLT54115 Diploma of Nursing must undertake ACER Language, Literary and Numeracy test with at least working level 4 / exit level 3.

11. **At school and/or at work, have you had any difficulties in any of the following skills or do you require any support?**

Speaking/Listening Yes No

Please tick any specific English speaking issues you have

Pronunciation/accent <input type="checkbox"/> Yes <input type="checkbox"/> No	Grammar <input type="checkbox"/> Yes <input type="checkbox"/> No
Vocabulary <input type="checkbox"/> Yes <input type="checkbox"/> No	Fluency <input type="checkbox"/> Yes <input type="checkbox"/> No

Reading Yes No

Please tick any specific English reading issues you have

Definitions <input type="checkbox"/> Yes <input type="checkbox"/> No	Punctuation <input type="checkbox"/> Yes <input type="checkbox"/> No
Grammar <input type="checkbox"/> Yes <input type="checkbox"/> No	Comprehension <input type="checkbox"/> Yes <input type="checkbox"/> No

Writing Yes No

Please tick any specific English writing issues you have

Forming letters <input type="checkbox"/> Yes <input type="checkbox"/> No	Punctuation <input type="checkbox"/> Yes <input type="checkbox"/> No
Grammar <input type="checkbox"/> Yes <input type="checkbox"/> No	Spelling <input type="checkbox"/> Yes <input type="checkbox"/> No

Mathematics Yes No

Please tick any specific numeracy issues you have.

Percentages <input type="checkbox"/> Yes <input type="checkbox"/> No	Multiplication <input type="checkbox"/> Yes <input type="checkbox"/> No
Subtraction <input type="checkbox"/> Yes <input type="checkbox"/> No	Addition <input type="checkbox"/> Yes <input type="checkbox"/> No
Use of a calculator <input type="checkbox"/> Yes <input type="checkbox"/> No	Fractions <input type="checkbox"/> Yes <input type="checkbox"/> No
Measurement <input type="checkbox"/> Yes <input type="checkbox"/> No	Mathematical Symbols <input type="checkbox"/> Yes <input type="checkbox"/> No

E. Computer and Internet skills

The following are a series of questions to ask the student, to provide a holistic perspective of the student's access and abilities in using the computer and internet, which may be required as part of course i.e. assessments and research, and recommend appropriate support arrangements.

12. **Do you have regular access to computer devices and the internet?** Yes No

If no, please specify how/where you intend accessing the internet?

13. Do you use MS Office applications, e.g. Microsoft Word, Excel etc.? Yes No

If yes, how would you rate your skills:

- Beginner** (i.e. creating new documents, saving files, can use cut, copy and paste functions etc.)
- Intermediate** (i.e. can generate graphs and use scaling options and most of functions)
- Expert** (i.e. can use all functions in MS-Office)

14. Do you have any difficulties using search engines such as google and using internet in general? Yes No

If yes, please specify:

F. Participation and training

The training and assessment pertaining to your course of study may involve areas outside of classroom activities/practical components, e.g. students undertaking Cookery courses may need to come in contact with meat products etc. Please specify, if you have any concerns relating to your course of study:

G. Work placement requirements

This section needs to be completed by only applicants wishing to enrol in Hospitality, Early Childhood Education and Care, Community Services or Nursing programs. If not, please skip to **Section I: STUDENT DECLARATION**.

15. As part of your course you must complete required hours of work placement before a qualification can be completed. Do you understand this requirement? Yes No

16. Are you aware of any difficulties that will prevent you from satisfactorily completing the work placement requirements e.g. unable to attend or commit? Yes No

17. Do you currently have a valid Working with Children Check (WWCC) and National Police Check?

Yes No

18. If No, are you able to acquire them immediately? Yes No

If No, please specify reasons why not:

H. Requirements for HLT54115 Diploma of Nursing program

This section only needs to be completed by applicants wishing to enrol in HLT54115 Diploma of Nursing. If you are enrolling in a course other than Nursing, please skip to **Section I: STUDENT DECLARATION**.

19. Did you read and understand the English language requirement for HLT54115 Diploma of Nursing Program? Please refer to Entry requirements for HLT54115 at RGIT Australia website (www.rgit.edu.au)

- Yes
- No (The student is advised to read the entry requirement in the website/ prospectus to continue the review)
- N/A

20. Do you understand that you have to provide evidence for the English language requirement prior commencing HLT54115?

- Yes
- No (Advise the student to refer to www.rgit.edu.au website and <http://www.nursingmidwiferyboard.gov.au/Registration-Standards.aspx>)
- N/A

21. Do you currently have your immunization record which is required as a part of Professional experience placement (PEP) requirement for HLT54115?

Yes No

22. If No, are you able to acquire them prior to the commencement of placement (PEP)? Yes No

If No, please specify reasons why not:

I. STUDENT DECLARATION

I declare the information I have given through my responses are true and accurate to the best of my knowledge and I have not willfully suppressed any information. I understand that RGIT Australia may refuse, vary, reverse or terminate my enrolment on the basis of untrue, misleading or incomplete information. I understand that if there are any changes to the information provided by me in this interview, I will notify RGIT Australia immediately, and in the event that I fail to do so, I may be liable for any additional costs incurred. I also acknowledge that I have been provided an opportunity to ask questions.

Student signature: _____

Date: _____

OFFICE USE SECTION

Pre-training evaluation (please tick)

	Yes	No
Understands course and unit information	<input type="checkbox"/>	<input type="checkbox"/>
Enrolment in this course is aligned with the student's work/career plans	<input type="checkbox"/>	<input type="checkbox"/>
Appropriate work experience and level of skill and ability to undertake this course successfully	<input type="checkbox"/>	<input type="checkbox"/>
Student is eligible for RPL/CT	<input type="checkbox"/>	<input type="checkbox"/>
Appropriate proposed assessment modes, methods and learning styles (refer to TAS)	<input type="checkbox"/>	<input type="checkbox"/>
Student requires additional LLN or other support to participate in the proposed course	<input type="checkbox"/>	<input type="checkbox"/>

Recommendation:

Based on the information provided above:

Enrolment to proceed: Yes No **Enrolment to proceed with adjustments/conditions:** Yes No

Area requiring assistance/recommendation for support or adjustment (if any):

If additional assistance/recommendation for support or adjustment is identified, please ensure proper processing to the Student Services/Academic Departments.

Staff Signature:

Name: _____

Signature: _____

Date: _____

Please return this completed Student Application Form to:

Street Address: **28-32 Elizabeth Street, Melbourne, VIC 3000, Australia**
Postal Address: **GPO Box 5466 Melbourne VIC 3001**
Phone: **+61 3 8639 9000** Fax: **+61 3 8639 9001**
Email: admissions@rgit.edu.au Web: www.rgit.edu.au

Office Use only

Student File No. : _____
Offer Number : _____
Application assessed by : _____