



Blackheath & Thornburgh College

Application for Enrolment for Australian Boarding and Day Students Pre-Prep – Year 12

Enrolment Conditions:

Students are expected to remain at the College for at least 1 year. Students who leave must provide one term's notice in writing (90 days) otherwise full fees for the following term will be charged subject to the Principal's discretion.

All fees are payable in advance of each term.

No allowance in fees is made for the late arrival in term of enrolled students unless the delay has been caused by unavoidable circumstances.

Parents undertake that their son/daughter shall abide by all College rules and regulations and will co-operate with College management in all matters of discipline.

Parents are always welcome to attend School activities and may make an appointment to discuss their child's progress with relevant staff at any time.

Parents who are separated or divorced must advise the College of any **custody arrangements** and provide documents relating to legal requirements on request ~ ALL COURT ORDERS.

Parents must advise the College as soon as possible of any change of circumstances, living arrangement and contact details.

Parents must advise the College of any change of medical conditions to the your child immediately

APPLICATION FEES: ALL YEARS: \$50:00 per student
Application fees are non-refundable.

ACCEPTANCE FEES: ALL YEARS: \$100 per student
Acceptance fees are Non-Refundable.

On acceptance of an application, a fee of \$100 is required to be paid prior to commencement. This fee covers the mandatory membership of the Past Students Association for each student. This membership is activated as soon as the student leaves the College.

Enrolment for (Name): _____

Blackheath & Thornburgh College

Telephone: 07 4787 5100
Facsimile: 07 4787 4097
Email: registrar@btc.qld.edu.au
CRICOS Reg. No 00488D
ABN 57 107 444 011

Application for Enrolment

Student's Surname: _____ Given Name/s: _____

Name on Reports: _____ Preferred Name: _____

Applying for Year Level: _____ in 20 _____

Please select one of the following:

Day Student: _____ Weekly Boarder: _____ Full-time Boarder: _____

Date of Birth: _____ Male/Female: _____ Religion: _____

Country of Birth: _____

Lot, Section, Portion or RMB No.: _____ Unit or Flat No.: _____

House No.: _____ Property or Community Name: _____

Street Name: _____ Street Type (Road, Court etc.): _____

Suburb or Locality: _____ Post Code: _____ State: _____

Latitude & Longitude coordinates or Nearest Cross Road: _____

Student Domiciled with: Both Parents Mother Father Guardian / Other

How did you hear about Blackheath & Thornburgh College?

- Family/BTC Connection
- Newspaper Advertisement
- Website
- Recommendation
- Promotional Stand (Please state where): _____
- Other _____

Please tick as you enclose:

- Application for Enrolment
- Last three (3) school reports
- Proof of Birth (copy of Birth Certificate / School Transfer / Letter from previous school)
- Enrolment Application Fee (\$50 GST inclusive – non-refundable)

ENROLMENT PERUSED _____ ENROLMENT ACCEPTED YES NO

Enrolment for (Name): _____

Section One: Parent Details

Father's Full Name: _____ Natural Parent Father Figure
Marital Status: Single Married Divorced Separated DeFacto Other _____
Residential Address: _____
Postal Address: _____
Home Ph: _____ Business Ph: _____ Mobile Ph: _____
Occupation: _____ Employer: _____
Email Address: _____ Fax: _____
Languages spoken at Home: English Only Other _____
Country of Birth: _____

Note: The information requested at * below is required by government for collecting information on student background characteristics as part of national reporting on student outcomes. See <http://www.acara.edu.au> for further details. For the purposes of this reporting, please use the following classifications of Occupation Groups:

- Group 1 – Senior management in a large organization (business, government or defence) and qualified professionals
- Group 2 – Other business managers, arts/media/sportspersons and associate professionals
- Group 3 – Tradesmen/women, clerks and skilled office, sales and service staff
- Group 4 – Machine operators, hospitality staff, assistants, labourers and related workers
- Group 8 – Has not been in paid work for the past twelve months

Occupation Group * (see below)

1 2 3 4 8

*Highest year of school education

Year 12 Year 11 Year 10 Year 9 or below

*Highest level of non-school qualification

Bachelor Degree or above Diploma or Associate Diploma Certificate I – IV (trades)

No non-school qualification

Enrolment for (Name): _____

Mother's Full Name: Miss/Mrs/Ms _____

Natural Parent Mother Figure

Marital Status: Single Married Divorced Separated DeFacto Other _____

Residential Address: _____

Postal Address: _____

Home Ph: _____ Business Ph: _____ Mobile Ph: _____

Occupation: _____ Employer: _____

Email Address: _____ Fax: _____

Languages spoken at Home: English Only Other _____

Country of Birth: _____

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*Highest level of non-school qualification

Bachelor Degree or above Diploma or Associate Diploma Certificate I – IV (trades)

No non-school qualification

Enrolment for (Name): _____

Other Guardians (If Applicable) **Full Name:** _____

Marital Status: Single Married Divorced Separated DeFacto Other _____

Relationship to Student: (Example: Stepmother) _____

Residential Address: _____

Postal Address: _____

Home Ph: _____ Business Ph: _____ Mobile Ph: _____

Occupation: _____ Employer: _____

Email Address: _____ Fax: _____

Other Guardians (If Applicable) **Full Name:** _____

Marital Status: Single Married Divorced Separated DeFacto Other _____

Relationship to Student: (Example: Stepmother) _____

Residential Address: _____

Postal Address: _____

Home Ph: _____ Business Ph: _____ Mobile Ph: _____

Occupation: _____ Employer: _____

Email Address: _____ Fax: _____

Please supply details of an emergency contact (NOT living with family) if parent unavailable:

Name/s: _____ Relationship to student: _____

Home Ph: _____ Business Ph: _____ Mobile Ph: _____

Enrolment for (Name): _____

Section Two: Student Details

Was the student born in Australia? Yes No Permanent Residency? Yes No

If no, which country: _____ Date of Arrival in Australia: _____

Visa Details: _____ Passport No: _____

Student's first language: _____

Language spoken at home: English Only Other _____

Student's Mobile Phone Number: _____

Does the student identify as Aboriginal or Torres Strait Islander? No Aboriginal T/S Island

Previous Schooling (*Please attach transfer and recent school reports*) Queensland / Interstate / Overseas

Last school attended: _____ Year Level: _____ Date Left: _____

Reason for Leaving: _____

Has the student received learning support at a previous school? Yes No

If yes, details: _____

Has any year level been repeated? Yes No If yes, which year level? _____

Section Three: Custody Particulars

Are there any court orders in force relating to custody of this student? Yes No

If yes, details: _____

Is there any current court order preventing either natural parent access to details relating to the student's education development? Yes No

If yes, details: _____

Where any COURT ORDER exists pertaining, please attach a copy with this form.

Section Four: Finance Details – Person Responsible for Payment of College Account

Responsibility for Account Payments: Both Parents Mother Father Guardian / Other

Name: _____

Account Address: _____

Do you receive ABSTUDY / Centrelink Assistance / Assistance for Isolated Children / Living Away

From Home Allowance: Yes No In Progress

If YES, which type of Assistance do you receive? _____

Enrolment for (Name): _____

Section Five: Previous and Current BTC Connections

NAME	RELATIONSHIP TO CHILD	YEARS ATTENDED BTC

(More relatives at BTC? Please supply details on an additional sheet)

Is there a previous family association with any particular College House? Yes No

If yes, which House: _____

I / We give my consent for student to participate in all College activities, including camps, excursions, and Duke of Edinburgh activities to be held during the school year and agree to delegate my authority to the teachers involved.

Such teachers may take whatever disciplinary action they deem necessary to ensure the safety, well- being and successful conduct of the students as a group, or individually, in any of the abovementioned activities.

I / We understand that I / we will receive written information from the College on all planned overnight activities relevant to my child and that I may vary my approval for any activity by advising the Principal in writing.

I / We give consent for my child to travel with Blackheath & Thornburgh College staff in College vehicles, staff vehicles and taxis, if necessary, with associated charges added to my family account; and to participate in any planned water activities.

I / We authorise the Principal, or their delegate, to obtain *medical assistance* when deemed necessary should an accident or illness occur and agree to pay all medical expenses incurred on behalf of the above student. I further authorise qualified practitioners to treat or administer anaesthetic or blood transfusion if such an eventuality arises.

I / We hereby certify that the particulars supplied are true and correct. I / We agree to abide by the policies and rules of Blackheath & Thornburgh College.

I / We give permission for student work (written, spoken, graphical, constructed or other medium) and student image (photograph, video or other medium) to be displayed at the College or other locations, or in articles to promote the College in various newspapers, College newsletters and magazines, and other publications during the period of enrolment and subsequent to enrolment.

Enrolment for (Name): _____

I / We acknowledge that notice of withdrawal for any enrolled student must be supplied **in writing, 90 days** prior to the date of withdrawal or I / we will be required to pay the next term's fees in full.

I / We acknowledge that I / we have read and accept the conditions of enrolment, of consent and boarding agreement (if applicable). I / We further acknowledge that we are jointly and separately liable for all fees and expenses incurred by the student/s while enrolled at Blackheath & Thornburgh College.

I / We enclose the application fee of \$50.00 for enrolment and understand that the fee is non-refundable.

Signature of Father / Father Figure / Guardian: _____

Name of Father / Father Figure / Guardian (please print): _____

Signature of Mother / Mother Figure / Guardian: _____

Name of Mother / Mother Figure / Guardian (please print): _____

Signature of Witness: _____

Name of Witness (please print): _____

Date: _____

PRIVACY STATEMENT

Blackheath & Thornburgh College is collecting the information on this form to allow consideration of your application for enrolment, and if accepted, to subsequently provide educational programs and services to enrolled students. Blackheath & Thornburgh College may disclose your personal information to government agencies or other bodies required by legislation or to allow appropriate educational programs to be delivered. Contact the Principal for further information.

Application for Enrolment and all accompanying documents should be returned to:

The Principal
Blackheath & Thornburgh College
PO Box 339
CHARTERS TOWERS QLD 4820

Enrolment for (Name): _____