



### APPLICATION FORM (INTERNATIONAL STUDENTS)

The following form is to be completed by students wishing to study with Yarra College Australia. All potential students must complete the following form to initiate their enrolment process.

Complete the form with as much information as possible. Once completed ensure registered copies of all supporting documentation are to be returned to Yarra College Australia at [info@yarracollege.vic.edu.au](mailto:info@yarracollege.vic.edu.au).

#### **Applicant Details:**

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Surname: \_\_\_\_\_

Gender:      Male               Female               Prefer Not to declare

Date of Birth: \_\_\_\_\_

Nationality: \_\_\_\_\_

**Are you currently studying in Australia?**                      **Yes / No (please circle)**  
*If yes, please provide your USI no.*

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#### **Personal Details (in your home country):**

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

State/Province/Region: \_\_\_\_\_ Post Code: \_\_\_\_\_ Country: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Passport Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Visa Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

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### Details in Australia *(if known)*

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

State: \_\_\_\_\_ Post Code: \_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

### Emergency Contact Details:

Name: \_\_\_\_\_ Contact number: \_\_\_\_\_

Relationship: \_\_\_\_\_ Email: \_\_\_\_\_

### Courses:

I Wish to Apply for The Following Course(s):

| Course   | Please Tick              |
|--|--------------------------|
| General English: Elementary to Upper Intermediate        | <input type="checkbox"/> |
| English for Academic Purpose                             | <input type="checkbox"/> |
| SIT30821 - Certificate III in Commercial Cookery         | <input type="checkbox"/> |
| SIT40521 - Certificate IV in Kitchen Management          | <input type="checkbox"/> |
| SIT50422 - Diploma of Hospitality Management             | <input type="checkbox"/> |
| SIT60322 - Advanced Diploma of Hospitality Management    | <input type="checkbox"/> |
| BSB50420 - Diploma of Leadership and Management          | <input type="checkbox"/> |
| BSB60420 - Advanced Diploma of Leadership and Management | <input type="checkbox"/> |
| BSB80120 - Graduate Diploma of Management (Learning)     | <input type="checkbox"/> |
| ICT60220 - Advanced Diploma of Information Technology    | <input type="checkbox"/> |

### Start Date:

*Please note: This is to identify your preferred option and is no guarantee of a start date.*

When would you best like to start your course (ASAP or dd/mm/yyyy): \_\_\_\_\_

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**English Language Proficiency:**

Is English your first language?

Yes / No (please circle)

IELTS / PTE/TOEFL Score: \_\_\_\_\_  
(Attach certified copy of certificate)

Other English language Qualification: \_\_\_\_\_  
(Attach certified copy of certificates)

How well would you rate your ability to speak (including reading and writing) English?

- Very well       Well       Not well       I don't speak English at all

Do you speak a language other than English at home?

- YES       NO  
If yes, other language spoken:      I speak English only

**Disability:**

Do you consider yourself to have a disability, impairment or long-term condition that may impact on your studies?    No     Yes

If yes, please specify the areas of disability, impairment or long-term condition. You may indicate more than one area. Please attach documentation describing your disability, impairment or long-term condition in more detail. (You may indicate more than one area)

- Hearing/Deaf     Physical     Vision     Learning Other

Your answers to the following questions will enable Yarra College Australia to provide advice to you about whether the training product being applied for is appropriate to meet your needs, taking into account your existing skills and competencies prior to enrolment.

**Learning Difficulties:**

Do you have any special learning requirements or needs? (I.e., difficulty reading / writing, access to specific equipment / learning aids, etc.)

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## Learning Styles:

How do you prefer to learn (Choose from the items below?)

- Being shown how to do something, and then trying it myself with some supervision
- A mix of being shown how to do something, trying it out, and talking to someone who has done it
- Working with others on the same problem- I don't like working alone

Where do you prefer to learn? (Choose from the items below)

- Outside, doing practical things with an end result that I can see
- At my laptop or home computer, in an environment and at a time that suits
- In a family friendly environment where I learn from others life experiences

## Career and Course Goals

Briefly describe what your career goals are in relation to your chosen Industry?

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What are your objectives for pursuing your chosen program at Yarra College Australia?

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What potential difficulties, if at all, do you anticipate encountering while pursuing your chosen course/s of study?

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**Previous Educational Qualifications:**

Please specify any prior qualifications you have obtained, including your highest level of education completed.

Award / Qualification: \_\_\_\_\_

Year Awarded: \_\_\_\_\_

Institution Attended: \_\_\_\_\_

Country/ State: \_\_\_\_\_

Award / Qualification: \_\_\_\_\_

Year Awarded: \_\_\_\_\_

Institution Attended: \_\_\_\_\_

Country/ State: \_\_\_\_\_

Award / Qualification: \_\_\_\_\_

Year Awarded: \_\_\_\_\_

Institution Attended: \_\_\_\_\_

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## Credit Transfer

A student may be granted exemption from studying Unit/s of Competency due to previous completed Units of Competency or Qualifications. The student will need to submit an original Certificate and/or Statement of Attainment that demonstrates their competence for Unit/s of Competency. The RTO will validate the Certificate/ Statement of Attainment and kept a copy of the document as evidence. Credit Transfer will be granted on a direct Unit for Unit basis. If you wish to apply for CT, the documentation must be lodged within 14 days of application.

Do you wish to apply for CT?                      No       Yes

*Please attach any relevant testamurs to support your application for Credit Transfer*

## Employment History:

If you have significant industry experience, you can apply for Recognition of Prior Learning (RPL) to potentially shorten your course by receiving credit for specific units. If interested, complete the section below for RPL consideration.

List any applicable work experience / employment details below:

Occupation: \_\_\_\_\_

Organisation: \_\_\_\_\_

Time Frames: \_\_\_\_\_

Duties: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Occupation: \_\_\_\_\_

Organisation: \_\_\_\_\_

Time Frames: \_\_\_\_\_

Duties: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Occupation: \_\_\_\_\_

Organisation: \_\_\_\_\_

Time Frames: \_\_\_\_\_

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Duties: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Recognition of Prior Learning

All applicants will have the chance to seek Recognition of Prior Learning (RPL), which recognizes skills and knowledge acquired through formal training, work experience, and life experience, especially in relation to specific Units of Competency.

To apply for RPL, please request an RPL Application form. As the student, it's your responsibility to collect the required documentation to support your RPL Application. This documentation may encompass testimonials, references, logbooks, interviews, evidence reviews, skills assessments, written evaluations, and verbal reviews.

Do you wish to apply for RPL?       No       Yes

*Please attach copy of your curriculum vitae and any relevant documents that support your experience and intention to apply for RPL. A separate RPL application form shall be provided if your intention is to apply for RPL.*

| Agent Use Only   |              |
|--|--------------|
| As an approved agent of <b>Yarra College Australia</b> , I am certifying that I have verified all the original documents of the student.<br><br><b>Agent representative signature:</b> | Agent stamp: |

## Applicant Checklist

Yarra College Australia warmly welcomes overseas students. In order for us to process your application without delay can you please make sure that you have you completed all sections of this Application Form and have attached the following:

- Certified copies of all your academic qualifications (translated into English)
- Certified IELTS score / Proof of English Language Proficiency (5.5 IELTS or equivalent or above)
- Certified copy of your passport
- Copy of your Visa (if applicable)
- Relevant employment details (if applicable)

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## Applicant Declaration

I understand that by completing and sending the required application fee with this form I am applying for enrolment into the course indicated above and if successful in this application will receive a Letter of Offer and Written Agreement confirming my enrolment details.

I also understand that this is an application to study and fees associated with this application only relate to the application to study and not the tuition fees. Arrangement for the payment of tuition fees will be included in the 'Written Agreement' which will be issued once the application has been assessed. I understand the RTO has the right to reject my application prior to issuing a 'Letter of Offer' and 'Written Agreement' and that the application fee paid is non-refundable.

I have read and understood the 'Student Handbook' including the information relating to tuition fees and associated costs, the refund arrangement of course fees, and general information and conditions of studying in Australia as an international student.

### APPLICANT'S SIGNATURE

DATE:    /    /

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