

Application for Enrolment Form – International Students

COURSE DETAILS

Course you wish to enrol in

Intake date

STUDENT DETAILS (As per the passport)

Title

☐ Mr ☐ Ms ☐ Mrs ☐ Other

First Name

Second Name

Family Name

Date of birth

Gender

☐ Male ☐ Female ☐ Other

Nationality

Country of Birth

CONTACT DETAILS AUSTRALLIA

Address

Suburb

State

Post Code

Phone number/s

Email address

OVERSEAS CONTACT DETAILS

Address

Suburb/province

Post Code

Country

Phone number/s

Email address

Emergency contact (name, relationships and mobile phone number)			
Full Name		Relationship	
Phone Number		Email	
Residential Address			
Do you hold a current Australian visa?	☐ Yes ☐ No		
Type of visa and expiry date?			

Visa Details			
Do you hold a current Australian visa?	☐ Yes ☐ No		
Visa Subclass		Expiry Date	

OHSC (Overseas Student Health Cover)	
Do you currently hold Overseas Student Health Cover?	☐ Yes ☐ No (If Yes, please provide the copy of OHSC document.)
Do you prefer Opal College to organise the OHSC for you ?	☐ Yes ☐ No
If Yes, Type of Cover	☐ Single ☐ Couple ☐ Family

Language and cultural diversity	
In which country were you born?	☐ Australia ☐ Other; please specify:
Do you speak a language other than English at home?	☐ No, English only ☐ Yes other; please specify:
Are you of Aboriginal or Torres Strait Islander origin?	☐ No ☐ Yes, Aboriginal ☐ Yes, Torres Strait Islander

Disability

Do you consider yourself to have a disability? ☐ Yes ☐ No

If you indicated the presence of a disability, impairment or long-term condition, please select the area(s) in the following list.

Review the disability supplement to help you select the right area(s).

☐ Hearing/deaf ☐ Physical ☐ Intellectual ☐ Learning ☐ Mental illness ☐ Acquired brain impairment
☐ Vision ☐ Medical condition ☐ Other

Please refer to the disability supplement provided at the end of this form to help you select the right area(s).

Schooling

What is your highest completed school level? Tick ONE box only

☐ Year 12 or equivalent ☐ Year 11 or equivalent ☐ Year 10 or equivalent
☐ Year 9 or equivalent ☐ Year 8 or below ☐ Never attended school

Are you still enrolled in secondary or senior secondary education? ☐ Yes ☐ No

Previous qualifications studied

Have you successfully completed any of the qualifications listed below? ☐ Yes ☐ No

If "YES", tick any applicable boxes

☐ Bachelor degree or higher degree
☐ Advanced diploma or associate degree
☐ Diploma (or associate diploma)
☐ Certificate IV (or advanced certificate/technician)
☐ Certificate III (or trade certificate)
☐ Certificate II
☐ Certificate I
☐ Other education (including certificates or overseas qualifications not listed here)

Employment

Of the following categories, which best describes your current employment status?

- ☐ Full-time employee
- ☐ Part-time employee
- ☐ Self-employed – not employing others
- ☐ Self-employed – employing others
- ☐ Employed – unpaid worker in a family business
- ☐ Unemployed – seeking full-time work
- ☐ Unemployed – seeking part-time work
- ☐ Not employed – not seeking employment

Study reason

Of the following categories, select the one which best describes the main reason you are undertaking this course. (Tick one box 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
- ☐ To get skills for community/voluntary work
- ☐ Other reasons

Credit transfer and RPL application

Please complete this section if you believe you are eligible to apply for credit transfer or for Recognition of Prior (RPL)

(Please note, applying for this will impact your course duration so bear in mind that if this is approved then your course duration will be less than the time outlined)

- Are you applying for credit transfer?
☐ Yes ☐ No
- Are you applying for RPL?
☐ Yes ☐ No

on the course brochure. Depending on the amount that your course is reduced your fees may also be reduced).

If applying for a Credit Transfer or RPL, please attach a certified copy of the Statement of Attainment or Record of Results and Qualification for each unit.

Unique Student Identifier (USI)

Opal College can be prevented from issuing you with a nationally recognised VET qualification or statement of attainment when you complete your course if you do not have a Unique Student Identifier (USI). In addition, we are required to include your USI in the data we submit to NCVER.

If you have not yet obtained a USI you can apply for it directly at <https://www.usi.gov.au/students/create-your-usi/> on computer or mobile device.

Enter your Unique Student Identifier (USI) here:

USI No										
---------------	--	--	--	--	--	--	--	--	--	--

Privacy Notice

Why we collect your personal information

As a registered training organisation (RTO), we collect your personal information so we can process and manage your enrolment in a vocational education and training (VET) course with us. If you do not provide this information, we will be unable to process your enrolment.

How we use your personal information

We use your personal information to enable us to deliver VET courses to you, and otherwise, as needed, to comply with our obligations as an RTO.

How we disclose your personal information

We are required by law (under the National Vocational Education and Training Regulator Act 2011 (Cth) (NVETR Act)) to disclose the personal information we collect about you to the National VET Data Collection kept by the National Centre for Vocational Education Research Ltd (NCVER). The NCVER is responsible for collecting, managing, analysing and communicating research and statistics about the Australian VET sector.

We are also authorised by law (under the NVETR Act) to disclose your personal information to the relevant state or territory training authority.

How the NCVER and other bodies handle your personal information

The NCVER will collect, hold, use and disclose your personal information in accordance with the law, including the Privacy Act 1988 (Cth) (Privacy Act) and the NVETR Act. Your personal information may be used and disclosed by NCVER for purposes that include populating authenticated VET transcripts; administration of VET; facilitation of statistics and research relating to education, including surveys and data linkage; and understanding the VET market.

The NCVER is authorised to disclose information to the Australian Government Department of Education, Skills and Employment (DESE), Commonwealth authorities, State and Territory authorities (other than registered training organisations) that deal with matters relating to VET and VET regulators for the purposes of those bodies, including to enable:

- administration of VET, including program administration, regulation, monitoring and evaluation
- facilitation of statistics and research relating to education, including surveys and data linkage
- understanding how the VET market operates, for policy, workforce planning and consumer
- information.

The NCVER may also disclose personal information to persons engaged by NCVER to conduct research on NCVER's behalf.

The NCVER does not intend to disclose your personal information to any overseas recipients. For more information about how the NCVER will handle your personal information please refer to the NCVER's Privacy Policy at www.ncver.edu.au/privacy

If you would like to seek access to or correct your information, in the first instance, please contact us using the contact details listed below.

DESE is authorised by law, including the Privacy Act and the NVETR Act, to collect, use and disclose your personal information to fulfil specified functions and activities. For more information about how DESE will handle your personal information, please refer to the DESE VET Privacy Notice at <https://www.dese.gov.au/national-vet-data/vet-privacy-notice>

Surveys

You may receive a student survey which may be run by a government department or an NCVER employee, agent, third-party contractor or another authorised agency. Please note you may opt out of the survey at the time of being contacted.

Contact information

At any time, you may contact RTO to:

- request access to your personal information
- correct your personal information
- make a complaint about how your personal information has been handled
- ask a question about this Privacy Notice

Our contact details are:

E: info@opal.edu.au

admin@opal.edu.au

P: +61 361449163

You may also request our privacy policy if you wish.

Student declaration

1. I confirm the information I provided is true and correct.

2. I agree to the collection, use, and sharing of my personal information as stated in the Privacy Notice. I understand that giving false or incomplete information may result in my application being denied or my enrolment cancelled.
3. I allow Opal College to get official records from any educational institution I attended.
4. I understand Opal College collects, stores, and uses my personal information only for student admissions, enrolment, and education. My information is confidential and won't be shared without my consent, unless required by law or government authorities.
5. I understand that if I applied through an Opal College agent, all communications about my application will go to that agent.
6. I understand that any vocational placement as part of an Opal College course will not be paid.
7. I have read, understood, and agree to follow the College Refund Policy on the College website.
8. I understand Opal College can use my name, photo, image, or recordings for advertising, media, and other purposes. I will not be paid for this and won't make any claims against Opal College for using my image.
9. I have read, understood, and agree to follow the Student Code of Conduct in the College's policies and Student Handbook.
10. I understand that by signing this form, I will receive an offer letter from Opal College if I meet all admission requirements.
11. I agree that, after accepting the enrolment offer, I must sign and return the Acceptance Letter, which will be the enrolment contract.
12. I agree I may choose to pay over 50% of tuition fees upfront for courses longer than 25 weeks. The College can ask for 100% payment for courses of 25 weeks or less.

Name of applicant	
Signature	
Date	

Disability supplement

The purpose of the Disability supplement is to provide additional information to assist you with answering the disability question.

Disability in this context does not include short-term disabling health conditions such as a fractured leg, influenza, or corrected physical conditions such as impaired vision managed by wearing glasses or lenses.

'11 — Hearing/deaf'

Hearing impairment is used to refer to a person who has an acquired mild, moderate, severe or profound hearing loss after learning to speak, communicates orally and maximises residual hearing with the assistance of amplification. A person who is deaf has a severe or profound hearing loss from, at, or near birth and mainly relies upon vision to communicate, whether through lip reading, gestures, cued speech, finger spelling and/or sign language.

'12 — Physical'

A physical disability affects the mobility or dexterity of a person and may include a total or partial loss of a part of the body. A physical disability may have existed since birth or may be the result of an accident, illness, or injury suffered later in life; for example, amputation, arthritis, cerebral palsy, multiple sclerosis, muscular dystrophy, paraplegia, quadriplegia or post-polio syndrome.

'13 — Intellectual'

In general, the term 'intellectual disability' is used to refer to low general intellectual functioning and difficulties in adaptive behaviour, both of which conditions were manifested before the person reached the age of 18. It may result from infection before or after birth, trauma during birth, or illness.

'14 — Learning'

A general term that refers to a heterogeneous group of disorders manifested by significant difficulties in the acquisition and use of listening, speaking, reading, writing, reasoning, or mathematical abilities. These disorders are intrinsic to the individual, presumed to be due to central nervous system dysfunction, and may occur across the life span. Problems in self-regulatory behaviours, social perception, and social interaction may exist with learning disabilities but do not by themselves constitute a learning disability.

'15 — Mental illness'

Mental illness refers to a cluster of psychological and physiological symptoms that cause a person suffering or distress and which represent a departure from a person's usual pattern and level of functioning.

'16 — Acquired brain impairment'

Acquired brain impairment is injury to the brain that results in deterioration in cognitive, physical, emotional or independent functioning. Acquired brain impairment can occur as a result of trauma, hypoxia, infection, tumour, accidents, violence, substance abuse, degenerative neurological diseases or stroke. These impairments may be either temporary or permanent and cause partial or total disability or psychosocial maladjustment.

'17 — Vision'

This covers a partial loss of sight causing difficulties in seeing, up to and including blindness. This may be present from birth or acquired as a result of disease, illness or injury.

'18 — Medical condition'

Medical condition is a temporary or permanent condition that may be hereditary, genetically acquired or of unknown origin. The condition may not be obvious or readily identifiable, yet may be mildly or severely debilitating and result in fluctuating levels of wellness and sickness, and/or periods of hospitalisation; for example, HIV/AIDS, cancer, chronic fatigue syndrome, Crohn's disease, cystic fibrosis, asthma or diabetes.

19 — Other

A disability, impairment or long-term condition which is not suitably described by one or several disability types in combination. Autism spectrum disorders are reported under this category.