

## ENROLMENT APPLICATION

Thank you for considering Monivae as a secondary school choice for your child. Applications should be addressed and returned to: **The Registrar, Monivae College PO Box 423 Hamilton 3300**

***Please attach a recent photograph of the applicant.***

This form is an Application for Enrolment only and does not constitute an offer of a place. After the advertised closing date, applications will be processed according to the Monivae College Enrolment Policy. If a student is offered a place, further information will be sought regarding the enrolling the student and his/her family.

### PLEASE PRINT CLEARLY

***The information sought on this form is required by the school both for its own purpose and to answer questions from various Government and Education bodies. It will be treated as confidential.***

To start at Monivae in:                      Year Level: \_\_\_\_\_ 20 \_\_\_\_\_

Day student     Weekly Boarder     Full Boarder

### Student Details

Surname

First Name

Middle Name

Gender

Home Phone

Email

Mobile Phone Number

Religion

Catholic Parish in which the student resides

Date of Birth

Country of Birth

Nationality

Student's VSN (if known)

**Does the Student speak a language other than English at home?** (if more than one language, indicate the one that is spoken most often)

Yes

No

\_\_\_\_\_

Is the student Aboriginal or Torres Strait Islander?

Yes

No

**Home Address**

Street \_\_\_\_\_

Town/Suburb \_\_\_\_\_

State \_\_\_\_\_

Postcode \_\_\_\_\_

**Postal Address (If same as home address please write "As above")**

Street \_\_\_\_\_

Town/Suburb \_\_\_\_\_

State \_\_\_\_\_

Postcode \_\_\_\_\_

Please outline your reasons for wishing to enrol your son/daughter at Monivae (please attach further information if necessary)

**Educational Profile**

**On what date and Year level did the student first commence school in Australia?** \_\_\_\_\_

**Current School** \_\_\_\_\_

**Please list all schools attended**

Name of School \_\_\_\_\_

Years of attendance (eg. YR 1 & 2) \_\_\_\_\_

**How would you describe your son/daughter's current academic progress? Please refer to any specific talents or difficulties.**

**Student's interests, activities, sports and any particular achievements.**

**Has the student any specific disabilities for which the school would need to make special provision?**

Yes  No

If so please give details

Has the student had specific medical, psychological or educational assessment prior to this application?

Please enclose a copy of any reports and findings with this application. Eg:

Medical  Psychologist  Optometry (standard or behavioural)  Audiological   
Speech Pathology  Educational Psychologist  CAMHS  Other  Please indicate below:

Has the student received funding under the students with disabilities programme during their schooling?

Yes  No If so please give details

Has the student been involved in any specific education program or had extra help in any of the following areas?

**Academic**  Yes  No

- Reading
- Writing
- Mathematics
- Language (ESL)

**Health**  Yes  No

- Hearing
- Speech
- Sight (Physical Dysfunction or Discrimination)
- Behavioural/Emotional Problems
- Gross/Fine Motor Skills
- Neurological Disorders
- Developmental Disorders (eg. Autism, Aspergers Syndrome)
- Physical Problems or Disability (Coordination, mixed hand preference for writing etc. laterality)
- Poor Health History

Please provide further comment on any of the above if necessary.

## Family Profile

### Details of Student's Father

Title

Surname

Given Name/s

Address

State

Postcode

Religion

Country of Birth

Nationality

Occupation

Employer

Home Phone

Mobile Phone

Work Phone

Email

**Does the Father/Guardian speak a language other than English at home?** (if more than one language, indicate the one that is spoken most often)

English  Other \_\_\_\_\_

*The following two questions provide information required for CENSUS purposes. Statistical and other data is collected from all schools for the purposes of accountability to governments and the community. These same entities also liaise with other agencies which have statutory responsibility for the collection of data, including the Department of Education and Early Childhood Development (DEECD), the Victorian Registration and Qualifications Authority (VRQA), the Victorian Curriculum and Assessment Authority (VCAA) and the Australian Government through the Department of Education, Employment and Workplace Relations (DEEWR).*

**What is the highest year of primary or secondary school the Father/Guardian has completed?**

(for those persons who have never attended school, mark 'Year 9 or equivalent or below')

- Year 12 or equivalent
- Year 11 or equivalent
- Year 10 or equivalent
- Year 9 or equivalent or below

**What is the level of the highest qualification the Father/Guardian has completed?**

- Bachelor degree or above
- Advanced diploma/Diploma
- Certificate I to IV (including trade certificate)
- No non-school qualification

### Details of Student's Mother

Title \_\_\_\_\_

Surname \_\_\_\_\_

Given Name/s \_\_\_\_\_

Address \_\_\_\_\_

State \_\_\_\_\_

Postcode \_\_\_\_\_

Religion \_\_\_\_\_

Country of Birth \_\_\_\_\_

Nationality \_\_\_\_\_

Occupation \_\_\_\_\_

Employer \_\_\_\_\_

Home Phone \_\_\_\_\_

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

Work Phone \_\_\_\_\_

Email \_\_\_\_\_

**Does the Mother/Guardian speak a language other than English at home?** (if more than one language, indicate the one that is spoken most often)

English  Other \_\_\_\_\_

*The following two questions provide information required for CENSUS purposes. Statistical and other data is collected from all schools for the purposes of accountability to governments and the community. These same entities also liaise with other agencies which have statutory responsibility for the collection of data, including the Department of Education and Early Childhood Development (DEECD), the Victorian Registration and Qualifications Authority (VRQA), the Victorian Curriculum and Assessment Authority (VCAA) and the Australian Government through the Department of Education, Employment and Workplace Relations (DEEWR).*

**What is the highest year of primary or secondary school the Mother/Guardian has completed?**

(for those persons who have never attended school, mark 'Year 9 or equivalent or below')

- Year 12 or equivalent
- Year 11 or equivalent
- Year 10 or equivalent
- Year 9 or equivalent or below

**What is the level of the highest qualification the Mother/Guardian has completed?**

- Bachelor degree or above
- Advanced diploma/Diploma
- Certificate I to IV (including trade certificate)
- No non-school qualification

**Details of Step-Parent/Legal Guardian (if applicable)**

---

Title

---

Surname

---

Given Name/s

---

Address

---

State

---

Postcode

---

Religion

---

Country of Birth

---

Nationality

---

Occupation

---

Employer

---

Home Phone

---

Mobile Phone

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Work Phone

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Email

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**Does the Step-Parent/Guardian speak a language other than English at home?** (if more than one language, indicate the one that is spoken most often)

- English  Other \_\_\_\_\_

*The following two questions provide information required for CENSUS purposes. Statistical and other data is collected from all schools for the purposes of accountability to governments and the community. These same entities also liaise with other agencies which have statutory responsibility for the collection of data, including the Department of Education and Early Childhood Development (DEECD), the Victorian Registration and Qualifications Authority (VRQA), the Victorian Curriculum and Assessment Authority (VCAA) and the Australian Government through the Department of Education, Employment and Workplace Relations (DEEWR).*

**What is the highest year of primary or secondary school the Step-Parent/Guardian has completed?**

(for those persons who have never attended school, mark 'Year 9 or equivalent or below')

- Year 12 or equivalent
- Year 11 or equivalent
- Year 10 or equivalent
- Year 9 or equivalent or below

**What is the level of the highest qualification the Step-Parent/Guardian has completed?**

- Bachelor degree or above
- Advanced diploma/Diploma
- Certificate I to IV (including trade certificate)
- No non-school qualification

**Local Emergency Contact 1 (other than parents/guardian)**

Title:

Surname:

Given Name:

Relationship (eg Friend, Aunty)

Mobile Phone

Home Phone

Work Phone

**Local Emergency Contact 2 (other than parents/guardian)**

Title:

Surname:

Given Name:

Relationship (eg Friend, Aunty)

Mobile Phone

Home Phone

Work Phone

Number of children in family \_\_\_\_\_

Position of child in family (eg 1st, 2nd, 3rd, 4th) \_\_\_\_\_

Other children presently at Monivae? (Name and current Year level, eg Yr9)  Yes  No

Please indicate which House your child/ren are in:

- Ffrench**
- Glenelg**
- Mitchell**
- Lonsdale**

Other children previously enrolled at Monivae? (Name and years enrolled eg 1999-06 )

Other children possibly to enrol at Monivae in the future?

Is Father a past student of Monivae?  Yes  No

Is Mother a past student of Monivae?  Yes  No If Yes Maiden Name \_\_\_\_\_

Are there any other family connections with MSC schools?

◆ Monivae College ◆ Daramalan College ◆ Chevalier College ◆ Downlands College ◆ Other

Relationship

Name

School

Years Enrolled

Are there any orders of a court made under the Family Law Act which affect the residence of the child and or govern the contact between the child and non custodial parent?  Yes  No

**If yes, copies of relevant court documents will be required prior to acceptance of enrolment.**

Correspondence to:

- Parents jointly       Father only       Mother only       Mother & Father separately

**Student Mode Of Transport:**

To School

From School

## FEES AND CHARGES

**Application Fee:** A fee of \$100 (non refundable) is required to accompany this Application For Enrolment.

**Once an application is accepted, note that the following charges apply:**

**Enrolment Acceptance Fee:** A fee of \$300 is required to confirm the acceptance of an enrolment offer from the college. \$200 of this amount will be credited against the first instalment of fees.

**Tuition Fees and Levies:** Fees are invoiced once a year. Payments are to be received within 30 days or alternative arrangements made with the Business Manager prior to students starting at the College. Direct debit payments are strongly encouraged.

**Capital Levy:** All families are charged an Annual Levy of \$300.

**Enrolment during the Year:** New enrolments starting at the College at times other than the start of the Academic year will be expected to make arrangements for immediate payment of fees for the current term.

### Financial Assistance

Does the family require financial assistance to enable the student to be enrolled at Monivae College

- Yes  No

We/I hereby apply to enrol \_\_\_\_\_ at Monivae College.

We/I consent to Monivae College obtaining any relevant information from our child's current school

\_\_\_\_\_  
*Signature Father/Male Guardian*

\_\_\_\_\_  
*Date:*

\_\_\_\_\_  
*Signature Mother/Female Guardian*

\_\_\_\_\_  
*Date:*

### Information to include with this Application

*Please use this checklist to ensure all required documentation is included. The application cannot be processed until all documents are received. Please contact the Registrar if in doubt.*

	Attached	Not Applicable
Copy of child's latest NAPLAN Results (Yr 3, 5, 7, or 9)		
Copy of the two most recent full school reports		
Copy of special testing reports referred to in the educational profile		
Copy of any current Visa OR Naturalisation document		
Application Fee \$100		
Copy of Birth Certificate		

### OFFICE USE

Enquiry Received Date:

Application Received Date:

Application Fee \$100 Received

Yes

No