



150-154 A Beckett Street, Melbourne 3000
Tele +61 3 9329 9430; Fax +61 3 9329 4689
E-mail: info@dellainternational.edu.au
Website: www.dellainternational.edu.au

Application Form – International Student

Personal Details

1. Enter your full name
Family Name (surname) _____
Given names _____
2. Date of Birth ___/___/____ Gender M F Indeterminate
3. Nationality: _____ Passport Number: _____
Visa: (Please tick): Student Tourist Working holiday Other _____
Do you have Overseas Student Health Cover (OSHC)? No Yes
If yes, who is your provider? _____ Membership No: _____
Expiry: ___/___/____ (Please attach a copy of your membership details)
If no would you like Della to apply on your behalf No Yes
4. Contact details
Home phone _____ Work phone _____ Mobile _____
Email address _____
5. Address
Address in home country: _____
Address in Australia: _____
Postal address (if different from above): _____
- Emergency Contact Details:
(LOCAL or INTERNATIONAL)
Name: _____ Contact No: _____
Address: _____ Relationship: _____

Language and cultural diversity

6. In which country were you born? _____
7. Do you speak a language other than English at home? No Yes please specify _____
8. English Language proficiency (if available) Result _____ IELTS PTE CAE TOEFL

Disability

9. Do you consider yourself to have a disability, impairment or long-term condition? Yes No
If yes please select the area/s: Hearing/deaf Physical Intellectual Learning Mental Illness Acquired brain impairment Vision Medical condition Other _____

Schooling

10. 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 below Never attended school

Previous qualifications achieved

11. Have you SUCCESSFULLY completed any of the qualifications listed below
 No Yes (please tick below)
- | | |
|---|--|
| <input type="checkbox"/> Bachelor degree or higher degree | <input type="checkbox"/> Advanced diploma or associate degree |
| <input type="checkbox"/> Diploma (or associate diploma) | <input type="checkbox"/> Certificate IV (or advanced certificate/technician) |
| <input type="checkbox"/> Certificate III (or trade certificate) | <input type="checkbox"/> Certificate II <input type="checkbox"/> Certificate I |
| <input type="checkbox"/> Other education (including certificates or overseas qualifications not listed above) | |



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Recognition of Prior Learning & Credit Transfer

12. I wish to apply for RPL: No Yes ----- I have attached my RPL Application Form
 13. I wish to apply for Credit Transfer No Yes ----- I have attached my Credit Transfer Application Form

14. Choose you Qualification Cricos Code Course Duration Total Tuition Fees

English

<input type="checkbox"/> General English (Beginner to advanced) _____ weeks	091955F	12 - 73 weeks	\$253.00 per week
Number of study weeks and Application Fee \$200 Application fee + Material Fee \$300 (non-refundable)			
<input type="checkbox"/> Payment Plans as per the number of study weeks + (\$200 Application fee + \$300 Materials Fee non-refundable)			

Business and Management

<input type="checkbox"/> BSB51915 Diploma of Leadership and Management	088815M	52weeks	\$12,000.00
Tuition Fees include Material and Application Fees (\$200 Application fee + \$300 Materials Fee non-refundable)			
<input type="checkbox"/> Payment as per study periods* {\$2,875 (x4) +(\$200 Application fee + \$300 Materials Fee non-refundable)			
<input type="checkbox"/> BSB61015 Advanced Diploma of Leadership and Management	088814A	76 weeks	\$16,000.00
Tuition Fees include Material and Application Fees (\$200 Application fee + \$300 Materials Fee non-refundable)			
<input type="checkbox"/> Payment as per study periods* {\$2,580 (x5) + 2600.00 +(\$200 Application fee + \$300 Materials Fee non-refundable)			
<input type="checkbox"/> BSB40515 Certificate IV in Business Administration	087036B	30 weeks	\$5,000.00
Tuition Fees include Material and Application Fees (\$200 Application fee + \$300 Materials Fee non-refundable)			
<input type="checkbox"/> Payment as per study periods* {\$2,250 (x2) +(\$200 Application fee + \$300 Materials Fee non-refundable)			

Building and Construction

<input type="checkbox"/> CPC30211 – Certificate III in Carpentry	091404D	52 weeks	\$15,000.00
Tuition Fees include Material and Application Fees (\$200 Application fee + \$800 Materials Fee non-refundable)			
<input type="checkbox"/> Payment as per study periods* {\$3,500 (x4) + (\$200 Application fee + \$800 Materials Fee non-refundable)			
<input type="checkbox"/> CPC30611 Certificate III in Painting and Decorating	077507C	76 Weeks	\$15,000.00
Tuition Fees include Material and Application Fees (\$200 Application fee + \$800 Materials Fee non-refundable)			
<input type="checkbox"/> Payment as per study periods* {\$2,330 (x5) +2,350.00 (\$200 Application fee + \$800 Materials Fee non-refundable)			
<input type="checkbox"/> CPC50308 Diploma in Building and Construction (Management)	082044J	52 weeks	\$10,000.00
Tuition Fees include Material and Application Fees (\$200 Application fee + \$300 Materials Fee non-refundable)			
<input type="checkbox"/> Payment as per study periods* {\$2,375 (x4) +(\$200 Application fee + \$300 Materials Fee non-refundable)			

Marketing

<input type="checkbox"/> BSB42415 Certificate IV in Marketing and Communication	094413A	26 weeks	\$6,000.00
Tuition Fees include Material and Application Fees (\$200 Application fee + \$300 Materials Fee non-refundable)			
<input type="checkbox"/> Payment as per study periods* {\$2,750 (x2) +(\$200 Application fee + \$300 Materials Fee non-refundable)			
<input type="checkbox"/> BSB52415 Diploma of Marketing and Communication	094414M	52 weeks	\$12,000.00
Tuition Fees include Material and Application Fees (\$200 Application fee + \$300 Materials Fee non-refundable)			
<input type="checkbox"/> Payment as per study periods* {\$2,875 (x4) +(\$200 Application fee + \$300 Materials Fee non-refundable)			
<input type="checkbox"/> BSB61315 Advanced Diploma of Marketing and Communication	094415K	52 weeks	\$12,000.00
Tuition Fees include Material and Application Fees (\$200 Application fee + \$300 Materials Fee non-refundable)			
<input type="checkbox"/> Payment as per study periods* {\$2,875 (x4) +(\$200 Application fee + \$300 Materials Fee non-refundable)			



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***Please note:** Course duration include scheduled holiday periods.

Please note: Application and Material fees are non-refundable

Payment Options prior to commencement: In full Half Study period (see chosen qualification/s) payment plan

Preferable intake: Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec 2018 2019 2020

Study reason

15. Of the following categories, select the one which BEST describes the main reason you are undertaking this course

- 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 is a requirement of my current job I wanted extra skills for my job To get into another course of study For personal interest or self-development Other reasons

Employment

16. 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

Unique Student Identifier (USI)

17. From 1 January 2015, we - Della International College Pty Ltd, 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 <http://www.usi.gov.au/create-your-USI/> on computer or mobile device. Please note that if you would like to specify your gender as 'other' you will need to contact the USI Office for assistance.

Enter your Unique Student Identifier (USI) (if you already have one)

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If you do not have a USI, you can apply at www.usi.gov.au Della International College can apply to the Student Identifiers registrar on your behalf for a USI. You will be required to complete Unique Student Identifier Application Form

Other Fees Payable

- Re-Issue of Testamurs / Statements of attainment - \$50 each copy
- Reassessment Fee \$220.00 (after third attempt)
- RPL Fee \$250.00 per unit
- Re-Issue of Student Card \$20.00
- Late payment of semester fees - \$250.00 per instalment
- Course Cancellation \$200.00
- Change to CoE \$200. Not applicable where support has been provided to achieve learning outcomes.
- Unit re-enrolment fee \$500.00 (for students who exceed the maximum duration period)

Privacy Statement & Student Declaration

Privacy Notice

Under the *Data Provision Requirements 2012*, Della International College Pty Ltd is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

Your personal information (including the personal information contained on this enrolment form and your training activity data) may be used or disclosed by Della International College Pty Ltd for statistical, regulatory and research purposes. Della International College Pty Ltd may disclose your personal information for these purposes to third parties, including:

- Employer – if you are enrolled in training paid by your employer;



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- Commonwealth and State or Territory government departments and authorised agencies;
- NCVET;
- Organisations conducting student surveys; and
- Researchers.

Personal information disclosed to NCVET may be used or disclosed for the following purposes:

- Issuing statements of attainment or qualification, and populating authenticated VET transcripts;
- facilitating statistics and research relating to education, including surveys;
- understanding how the VET market operates, for policy, workforce planning and consumer information; and
- administering VET, including programme administration, regulation, monitoring and evaluation.

You may receive an NCVET student survey which may be administered by an NCVET employee, agent or third party contractor. You may opt out of the survey at the time of being contacted.

NCVET will collect, hold, use and disclose your personal information in accordance with the *Privacy Act 1988* (Cth), the VET Data Policy and all NCVET policies and protocols (including those published on NCVET's website at www.ncvet.edu.au).

Student Declaration and Consent

In signing this Application Form,

- I confirm I have been provided the necessary information to make an informed choice into the qualification/s for which I am applying including, entry requirements, course duration, modes of study and assessment requirements
- I have a genuine interest in studying the course, and I have the financial capacity to meet tuition fees, living expenses, travel expenses, Overseas Student Health Cover for the duration of my studies.
- I understand that I can pay full fees if I wish to, but I am not required to pay more than 50 per cent up front. I also agree to pay tuition fees as they become due.
- I understand that the application fee is payable at the time of lodging the application form and is non-refundable.
- I understand that the material fee is payable upon commencement and is non-refundable.
- I can view current policies and procedures online at www.dellainternational.edu.au
- The college has permission to use any photographic image on which you may appear on marketing and advertising materials;
- Della International College Pty Ltd is required, under s19 of the ESOS Act, to tell the Department about changes to student's enrolment; and any breach by students of student visa conditions relating to attendance or satisfactory academic performance;
- I understand that DELLA has access to my personal information for the purpose of verifying the USI number.
- As an overseas student or intending overseas student, while in Australia and studying, I must notify DELLA within 7 days of any changes to my contact details including:
 - my current residential address, mobile number (if any) and email address (if any)
 - who to contact in emergency situations
 - any changes to those details, within 7 days of the change being made
- I declare that the information I have provided to the best of my knowledge is true and correct.
- I acknowledge that providing false information and /or failing to disclose any information relevant to my application for enrolment and /or failure to complete an application form may result in the withdrawal of any offer
- I consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice above

STUDENT SIGNATURE [or electronic acknowledgement].....

DATE