



APPLICATION FOR ENROLMENT FORM

57 Southgate Road Langford
WA 6147

Tel: (08) 9458 5206

Fax: (08) 9258 5661

Email:

enrolment@alameencollege.wa.edu.au

Website: www.alameencollege.wa.edu.au

OFFICE USE ONLY

First name: _____ Last name: _____

Year Level applying for: _____ Year of commencement: _____

Date application is received: _____

Application is received by: _____

- Attach documents:
- Birth certificate
 - Proof of citizenship & residency
 - Immunisation History Statement
 - Academic reports from the current school
 - Custody order (*if applicable*)

- Residency Status:
- Australian Citizen
 - Permanent Resident, Visa Subclass: _____
 - Temporary Resident, Visa Subclass: _____

Sibling(s) currently attending school: Y/N

Notes: _____

APPLICATION FOR ENROLMENT

Year of Commencement: _____

Year/ Level: _____

STUDENT INFORMATION

Surname	Gender: M / F	
First Name		
Second Name	Preferred Name	
Date of Birth	Place of Birth	
Country of Birth	Birth Cert Attached <input type="checkbox"/>	
Australian Immunisation Register (AIR) Immunisation History Statement Attached <input type="checkbox"/> <i>Statement must be no more than two months old.</i>		
Nationality	Country of Citizenship	
Indigenous Status: <input type="checkbox"/> Aboriginal origin <input type="checkbox"/> Torres Strait Islander Origin <input type="checkbox"/> Both Aboriginal and Torres Strait Islander origin <input type="checkbox"/> Neither Aboriginal nor Torres Strait Islander origin		
Australian Permanent Resident: Y / N	Visa Class	Date of Arrival
Visa Grant Notice Attached <input type="checkbox"/>		
Language most spoken at home		
Have siblings who are currently attending Al-Ameen College: Y/N <i>If Y is circled, please provide details for each sibling:</i>		
Full Name	Year Level	
Present School	Year Level	
Location of Present School		

Recent Academic Report Attached <input type="checkbox"/>	WA student number (WASN)
Residential Address	
State	Post Code
I give / do not give (please circle) permission for the College to publish photos of my child on the school website, newsletters and other communication and marketing tools.	

Do you require bus service from the College: <input type="checkbox"/> Y <input type="checkbox"/> N
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STUDENT'S INDIVIDUAL NEEDS

<p>The School Education Act 1999 requires the provision of '<i>details of any condition of the student that may call for special steps to be taken for the benefit or protection of the student or other persons in the school</i>'.</p> <p>Please indicate if your child suffers from:</p> <p><input type="checkbox"/> Asthma (<i>please attach an action plan</i>)</p> <p><input type="checkbox"/> Anaphylaxis (<i>please attach an action plan</i>)</p> <p><input type="checkbox"/> Other medical/health notes:</p>
I give permission for my child to take Panadol when he/she requires: Y/N
If medication or medical/health care services are required during school hours, please provide full details, name, contact number and signed authorisation by the relevant practitioner:
<p>Court Custody (if parents are separated and custody arrangements apply - a copy of court documentation must be supplied to the school).</p> <p>Copy of Court Custody Documentation attached <input type="checkbox"/></p>

PARENTS'/GUARDIANS' INFORMATION

	Father's Details/Guardian	Mother's Details/Guardian
Title		
First Name		
Surname		
Occupation (please see next page for categories)	<input type="checkbox"/> Group 1 – Senior management in large business organisation, government administration and defence, and qualified professionals <input type="checkbox"/> Group 2 – Other business managers, arts/media/sportspersons and associate professionals <input type="checkbox"/> Group 3 – Tradesmen/women, clerks and skilled office, sales and service staff <input type="checkbox"/> Group 4 – Machine operators, hospitality staff, assistants, labourers and related workers <input type="checkbox"/> Group 8 – Not in <u>paid</u> work in the last 12 months	<input type="checkbox"/> Group 1 – Senior management in large business organisation, government administration and defence, and qualified professionals <input type="checkbox"/> Group 2 – Other business, arts/media/sportspersons and associate professionals <input type="checkbox"/> Group 3 – Tradesmen/women, clerks and skilled office, sales and service staff <input type="checkbox"/> Group 4 – Machine operators, hospitality staff, assistants, labourers and related workers <input type="checkbox"/> Group 8 – Not in <u>paid</u> work in the last 12 months
Employer		
Nationality		
Country of Birth		
Country of Citizenship		
Language most spoken at home		
Religion		
Home number		
Mobile number		
Work number		
Email Address (compulsory)		

Occupation Group 1:

Senior management in large business organisation, government administration, defence and qualified professionals

Senior executive/manager/department head in industry, commerce, media or other large organisation.

Public service manager (Section head or above), regional director, health/education/police/fire services administrator. Other administrator [school principal, faculty head/dean, library/museum/gallery director, research facility director].

Defence Forces Commissioned Officer.

Professionals generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others.

Health, Education, Law, Social Welfare, Engineering, Science, Computing professional.

Business [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer]. Air/sea transport [aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller].

Occupation Group 2:

Other business managers, arts/media/sportspersons and associate professionals

Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business.

Specialist manager [finance/engineering/production/personnel/industrial relations/sales/marketing].

Financial services manager [bank branch manager, finance/investment/insurance broker, credit/loans officer].

Retail sales/services manager [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency]

Arts/media/sports [musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sportsman/woman, coach, trainer, sports official].

Associate professionals generally have diploma/technical qualifications and support managers and professionals.

Health, Education, Law, Social Welfare, Engineering, Science, Computing technician/associate professional.

Business/administration [recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager]. Defence Forces senior Non-Commissioned Officer.

Occupation Group 3:

Tradesmen/women, clerks and skilled office, sales and service staff

Tradesmen/women generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesperson are included in this group.

Clerks [book keeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk].

Skilled office, sales and service staff.

Office [secretary, personal assistant, desktop publishing operator, switchboard operator].

Sales [company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher].

Service [aged/disabled/refugee/child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor].

Occupation Group 4:

Machine operators, hospitality staff, assistants, labourers and related workers

Drivers, mobile plant, production/processing machinery and other machinery operators.

Hospitality staff [hotel service supervisor, receptionist, waiter, bar attendant, kitchen hand, porter and housekeeper].

Office assistants, sales assistants and other assistants.

Office [typist, word processing/data entry/business machine operator, receptionist, office assistant].

Sales [sales assistant, motor vehicle/caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker].

Assistant/aide [trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant].

Labourers and related workers.

Defence Forces ranks below senior NCO not included above.

Agriculture, horticulture, forestry, fishing, mining worker [farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand]. Other worker [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor].

Address (if different)		
Educational Background for National Reporting Highest level of school education:	<input type="checkbox"/> Year 9 and below or equivalent <input type="checkbox"/> Year 10 or equivalent <input type="checkbox"/> Year 11 or equivalent <input type="checkbox"/> Year 12 or equivalent Other (please specify):	<input type="checkbox"/> Year 9 and below or equivalent <input type="checkbox"/> Year 10 or equivalent <input type="checkbox"/> Year 11 or equivalent <input type="checkbox"/> Year 12 or equivalent Other (please specify):
Highest level of non-school / tertiary education:	<input type="checkbox"/> Certificate I to IV <input type="checkbox"/> Advanced Diploma or Diploma <input type="checkbox"/> Bachelor Degree or above <input type="checkbox"/> No tertiary qualification	<input type="checkbox"/> Certificate I to IV <input type="checkbox"/> Advanced Diploma or Diploma <input type="checkbox"/> Bachelor Degree or above <input type="checkbox"/> No tertiary qualification

EMERGENCY CONTACT (OTHER THAN PARENTS/GUARDIAN)

Name	Relation to student
Address	
Mobile number	Work number
Email address	

MEDICAL EMERGENCY/EXCURSION AUTHORISATION

I authorise the College to seek medical/dental attention, to call an ambulance or to hospitalise my son/daughter when considered necessary. I further authorise the College that if an emergency occurs requiring surgery, anaesthetic, oxygen, blood transfusion, medication and I am unable to be contacted within a reasonable time, the College has the authority to agree to medically recommended treatment by an accredited medical practitioner on my behalf. I also indemnify the school and its staff against any claim or litigation arising out of sickness or injury to our child.

I hereby permit my child to leave school grounds on any properly organised and supervised excursion for educational purposes. I indemnify the school against any claim/litigation arising out of injury or sickness during, or as a result of the excursion.

Signature of Parent/Guardian

Date

AGREEMENT

I/We understand and accept that the completion of this application/enrolment form does not guarantee an enrolment. Successful applicants will be determined in accordance with the school's enrolment criteria.

I/ We have completed the form fully and to the best of my/our knowledge. Further I/ we acknowledge and accept that if it can be demonstrated that I/we have withheld information relevant to the application/enrolment process, especially in relation to this student's individual needs, medical conditions and/or health care requirements, then this enrolment may be refused or terminated on this ground.

I/We agree to abide by the policies and directions of the school as they are enacted from time to time.

I/We understand that our child must observe very good behaviour and achieve appropriate academic standards as specified by the school. Students with unacceptable behaviour will be given advices and/or warnings, the next step is suspension from school and finally expulsion if his/her behaviour does not improve.

I/We understand and accept the tuition fees as shown in the fee schedule with this application for enrolment. I thus take full responsibility to pay all tuition fees (including the Building Levy) and any other fees by the given due date for the duration of my child(ren)'s enrolment at the College.

I/We also understand that the College reserves its right to revise its tuition fees on an annual basis to cover for rising costs. In the events where I am late in payments of fees without acceptable reasons, the College reserves its right to take necessary actions such as, but not limited to, applying suspension of my child/ren enrolment and engaging the fee collection agency to recover the outstanding fees.

Address for receiving invoices and statements of account (if different):

Signature of Parent/Guardian

Date

PRIVACY ACT DECLARATION

I understand the College collects personal information, including sensitive information about its students and parents or guardians before and during the course of a student's enrolment at the College. The primary purpose of collecting this information is to enable the College to provide schooling, and to enable the College to discharge its duty of care for my son/daughter.

Signature of Parent/Guardian

Date:

The information sought on this form is required by the School both for its own purposes and to answer questions from various Education and Government bodies.