

STUDENT ADMISSION APPLICATION FORM

ABOUT THIS FORM

Thank you for your interest in seeking enrolment into Churchill Institute of Higher Education. This application for enrolment form must be completed in English. If you require any assistance in completing this form, please contact us by phone or email.

You can send this form back to us by post or email. Please provide a copy of your passport, your visa (if relevant), your latest educational qualification and related academic transcript, proof of English language proficiency as specified in the entry requirements and any other requested documents referred to in the course brochure.

Carefully read the Churchill Institute of Higher Education Prospectus for International Students, complete this Application Form and send with attachments listed on the last page to:

CIHE Admission Department

Level 1, 16-18 Wentworth Street, Parramatta, NSW 2150, Australia

Email For Onshore Admissions : admissions@churchill.nsw.edu.au

Email For Offshore Admissions: international@churchill.nsw.edu.au

Personal Details

Have you previously studied at the Churchill Institute of Higher Education (Churchill)? ☐YES ☐NO

Student ID (if previously studied at Churchill):

Title (tick one): ☐Mr ☐Ms ☐Mrs ☐Miss ☐Other (please specify):

Surname (as per passport):

Given name(s) (as per passport):

Date of Birth: (DD/MM/YYYY)

Gender: ☐Male ☐Female

Country of Birth:

Citizenship:

Passport No.:

Expiry Date:

Country of Issue:

At the time of application, are you residing in Australia? ☐YES ☐NO

Address and Contact Details

Current Address:

Suburb:

State:

Country:

Postcode:

Mobile Phone:

Telephone Number:

Email address:

Permanent home address in home country and contact details (if different from above)			
Address:			
Suburb:	State:	Country:	Postcode:
Phone No.:		Area/Country Code:	
Authorised Agent Details			
Agency Name:		Contact Person:	
Email:		Telephone No.:	
Emergency Contact Details			
Name & Relationship:		Contact Number:	
Course Selection			
<input type="checkbox"/> Bachelor of Business Preferred Major (if any) <input type="checkbox"/> Accounting <input type="checkbox"/> Hospitality <input type="checkbox"/> Information Systems <input type="checkbox"/> Management			
Intake Date			
<input type="checkbox"/> March <input type="checkbox"/> July <input type="checkbox"/> November		Year:	
English Language Proficiency			
Is English your first language? <input type="checkbox"/> YES <input type="checkbox"/> NO, what is your first language?			
Have you completed any secondary or tertiary studies with English as the level of instruction? <input type="checkbox"/> YES <input type="checkbox"/> NO			
Please indicate if you have taken any of the following English tests: (please attach a copy of the English test certificate)		<input type="checkbox"/> IELTS <input type="checkbox"/> PTE <input type="checkbox"/> TOFEL iBT <input type="checkbox"/> Other, please specify: _____ Overall Score: _____ Test Date: _____	

To check if you have met Churchill's English Language Entry Requirements, please refer to the Admissions Policy and Procedure available on the Churchill website (www.churchill.nsw.edu.au).

Educational Background

<i>Institution/School</i>	<i>Name of Qualification</i>	<i>Location</i>	<i>Year Completed</i>

Advanced Standing

Do you wish to apply for Advanced Standing? ☐NO ☐YES

If you have studied or are currently studying at another academic institution in Australia, you may be eligible for advanced standing/ credit transfer towards your course at Churchill Institute of Higher Education. Please submit the completed 'Advanced Standing Application Form' with all relevant documentation to be reviewed and assessed.

Please refer to the *Advanced Standing Policy and Procedure* available on the Churchill website (www.churchill.nsw.edu.au) for further information on the process and the application deadline.

Overseas Student Health Cover (OSHC)

Would you like us to arrange health cover for you? ☐NO ☐YES

If yes, please tick one of the following options: ☐Single ☐Couple ☐Family

A representative from the Student Support team will contact you for further information.

For information about fees, please contact the Admissions department on: admissions@churchill.nsw.edu.au

Support Services

Do you have a disability, impairment or long-term medical condition, which may affect your studies?

☐ NO ☐YES ☐Hearing ☐Vision Impairment ☐Mobility ☐Medical ☐Other

Please provide supporting evidence with details of your disability or medical condition.

Do you have any known limitations that would impede the progression or completion of your selected program?

☐NO ☐YES

Check List

I have:

- ☐ Completed all sections of the application form
- ☐ Attached certified copy of passport and current Australian visa (if applicable)
- ☐ Attached certified copies of academic transcript(s) and certificate(s) translated into English (if applicable)
- ☐ Attached evidence of English language proficiency
- ☐ Read and signed the student declaration

Advanced Tuition Fees Information

Under the Tuition Protection Service (TPS) framework, Churchill Institute of Higher Education does not require students to pay more than 50% of the course tuition fee in advance. If a student wishes to pay more than 50% of the tuition fee to CIHE in advance, the student must notify CIHE via this application to enable CIHE to include this information in the letter of offer (student agreement).

Do you wish to pay more than a 50% tuition fee for your first course with CIHE? ☐ Yes ☐ No % _____

Declaration

I declare that the information provided in this application form is true and correct, and the academic records provided are a true record of my academic results

- I authorise the Churchill Institute of Higher Education ('Churchill') to obtain enrolment and academic information from any of my previous or current education providers.
- I declare that I have accessed information regarding the costs related to studying at Churchill available on the Churchill website (www.churchill.nsw.edu.au) and that I have accessed information regarding the costs associated with living in Australia for me and any dependents accompanying me, published by the Australian Government at www.studyinaustralia.gov.au/en/study-costs.
- I declare that I have adequate funds available to cover tuition fees, ancillary costs and living expenses for myself and any dependents travelling with me.
- I consent to information collected about me on this form being disclosed if authorised or required by law and/or the Australian Government and/or designated authorities authorised by Churchill.
- I understand that Churchill may vary or reverse any decision regarding admission or enrolment based on incorrect, incomplete or fraudulent information provided by me.
- I understand that all documents I submit with my application become the property of Churchill and will not be returned.
- I confirm that I have read and fully understand the requirements of the course as outlined on the Churchill website (www.churchill.nsw.edu.au).
- I will notify Churchill immediately if there is any change to the information I have given in this application.

Full Name:

Signature:

Date:

Please return completed form to:

Churchill Institute of Higher Education
Level 1, 16-18 Wentworth Street,
PARRAMATTA NSW 2150 , AUSTRALIA

Phone : +61 (2) 8856 2997
Email : admissions@churchill.nsw.edu.au
Website: www.churchill.nsw.edu.au

Tuition Fees

For information about tuition fees, please contact the Churchill Student Support team on: info@churchill.nsw.edu.au

Additional Costs

\$200 enrolment fee to be paid at the time of acceptance, non-refundable.
\$500 Material fees to be paid at the time of acceptance, refundable in case of visa refusal.