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Enrolment Checklist for Parents

For all types of enrolments please ensure *all sections* of the forms below are completed including student & parent names, dates and signatures.

- Application for Student Enrolment form
- Enrolment Agreement
- State School Consent form
- Internet Access agreement
- Religious Instruction Form

Total of 5 forms to be completed, signed and dated, in addition to presentation of the documents below.

The school is required to sight/and or copy the documents below. Please note the birth certificate *must be the original document*.

- Original Birth Certificate
- Passport, Visa and Citizenship certificate (if born outside Australia)
- Legal/Family Court documents
- Medical condition documentation

IN CATCHMENT APPLICATIONS

Proof of residence: Parent/Carers who wish to enrol their child are required to demonstrate that the student's principal place of residence is within the catchment area. One Primary AND one secondary form of evidence is required.

- 1. One primary source – a current lease agreement, rates notice, or unconditional contract of sale **AND**
- 2. One secondary source – a utility bill (electricity, gas, telephone) showing the same address and parent/carers name

OR

IF OUT OF CATCHMENT

- Enrolment registration form also to be completed.**

SIBLING

Complete enrolment forms as above only. No need to provide proof of residence or enrolment registration form.

Office Use Only

Date/Time received: _____

Staff: _____