



# APPLICATION FORM

CRICOS Provider Code 03866C | TEQSA ID PRV14323

This application form is for use by international students only. Please read this form before completing your application and retain a copy for your reference. All sections of this document constitute the written agreement between the student and Sydney Institute of Higher Education Pty Ltd (SIHE). Please note that where certified documents are required, these documents must be certified in accordance with the Certification Guidelines available online at [sydneyinstitute.edu.au/policies](http://sydneyinstitute.edu.au/policies)

Are you?

Overseas Student Outside Australia (Offshore)

Overseas Student in Australia (Onshore)

## PERSONAL DETAILS

Have you previously applied to study at SIHE?  Yes  No

If Yes, what is your previous SIHE Offer No. or Student ID No.?

Title :  Mr  Ms  Miss  Mrs

Student Full Name:  First Name  Middle Name  Last Name

Date of Birth :  DD  MM  YEAR Gender :  Male  Female

*If you are under 18 at the time of the application, we will require an official guardian signature.*

E-mail :  Your Personal Email (not your Agent's Email)

Country of Birth :  Nationality:

Passport No. :  Passport Expiry Date :  DD  MM  YEAR

Have you ever received Visa Refusal/Cancellation letter from Australia or any other country?  Yes  No

If yes please provide details

Do you consider yourself to have a disability, impairment or long-term condition?  Yes  No  Prefer not to say

If Yes, would you like to receive advice on support services, equipment and facilities which may assist you?  Yes  No

## CURRENT STREET ADDRESS

Country :  Building/Property Name :

Street Number :  Flat/Unit Details :

Street Name :  City/Town/Suburb :

Postcode :

Mobile Phone :   State :

## EMERGENCY CONTACT PERSON

You must provide the details of a family member or close friend as your emergency contact person.

Name :

Relationship :  Telephone No. :

Address :

Email :

## USI: UNIQUE STUDENT IDENTIFIER

Please enter your USI (if known).

You can apply for your Australian USI here - [usi.gov.au/students/get-a-usi](http://usi.gov.au/students/get-a-usi)

Do you give consent to SIHE to obtain a USI on your behalf?  Yes  No

## ENGLISH LANGUAGE PROFICIENCY

Is English your main language?  Yes  No

If no, what is your language spoken at home?

Was English the language of instruction in previous secondary or tertiary studies?  Yes  No

*If you do not meet the English Entry Requirements, you give consent to SIHE to prearrange an ELICOS package with Australian Ideal College (CRICOS CODE 03053G) in order to meet the admissions criteria of the selected program. You consent to us sharing your personal information with Australian Ideal College for the sole purpose of arranging an ELICOS package. You may receive a second offer from Australian Ideal College with enrolment, payment, and other details. You will be required to accept this offer and make a direct payment to Australian Ideal College and will receive a separate CoE for the ELICOS package.*

Have you completed a test of English Language Proficiency?  Yes  No

*The date of your English Language Proficiency test must be less than 2 years old at the time of making this application.*

If YES, provide the details below

Type of Proficiency Test  e.g. Academic IELTS, PTE Academic, etc. Test Date  DD  MM  YEAR

Listening  Reading  Speaking  Writing  Overall

## EDUCATION HISTORY

What was your highest completed school level?

QUALIFICATION	INSTITUTION	COUNTRY	DATE COMMENCED	DATE COMPLETED

## EMPLOYMENT HISTORY (OPTIONAL)

You may use the space below, if you want to input your Employment details.

JOB TITLE	COMPANY	COUNTRY	DATE COMMENCED	DATE COMPLETED

## ENROLMENT DETAILS

Preferred Intake(s):  March  July  October Year

If the enrolment in the preferred intake date is not available, I give my consent to be offered the next available intake date.

## PROGRAM PREFERENCES

- Bachelor of Business (Accounting) - CRICOS 102736M | 3 years | AUD\$58,800
- Bachelor of Information Technology - CRICOS 110405H | 3 years | AUD\$58,800
- Graduate Certificate of Information Technology - CRICOS 108806J | 6 months | AUD\$9,800
- Graduate Diploma of Information Technology - CRICOS 108805K | 1 year | AUD\$19,600
- Master of Information Technology - CRICOS 108804M | 2 years | AUD\$39,200

Tuition fees correct as at May 2023 and subject to change. Please see [sydneyinstitute.edu.au/future](http://sydneyinstitute.edu.au/future)

## PAYMENT (OPTIONAL)

I wish to pay the following tuition fees up front:

12 months  24 months  100%

For courses more than 25 weeks you are not required to pay more than 50% of Tuition Fees up front, but you may volunteer to do so.

All payments to SIHE must be made via FlyWire. Please see [sihe.flywire.com](http://sihe.flywire.com)

## OTHER SERVICES (OPTIONAL)

Airport pickup \$300  YES Accommodation (4 weeks) \$2000  YES  
Home-stay arrangement \$500  YES RPL Application \$300  YES

For other Services Requested, please put the details here

## OVERSEAS STUDENT HEALTH COVER

Would you like us to arrange Overseas Student Health Cover?  YES  NO

If Yes, please indicate you the type of OSHC coverage you require

Single  Couple  Family

SIHE may earn a fee or commission for arranging OSHC on your behalf.

## AGENT DETAILS AND DECLARATION (IF APPLICABLE)

Agent Company Name

SIHE Agent ID number

I declare that:

- I have conducted all relevant checks to ensure the applicant is a genuine student and genuine temporary entrant and intends to abide by the conditions of the student visa;
- I have provided the applicant (and any dependants) with sufficient information relating to the entire course(s) of study at Sydney Institute of Higher Education (including tuition and other fees, health cover, living expenses, etc.);
- I have verified the authenticity of the attached documents by reviewing the original documents presented by the applicant;
- I have retained copies of all financial and academic documents used in the assessment of the applicant;
- The applicant has not previously been refused a visa for Australia
- The applicant understands and agrees to the Sydney Institute of Higher Education Terms and Conditions and Student Agreement available online at [sydneyinstitute.edu.au/policies](http://sydneyinstitute.edu.au/policies); and,
- All information provided in this application is true and correct.

Signature

Name of Agent

Date

## APPLICATION CHECKLIST

*All documents must be translated and certified as a true copy of the original.*

- applied with an agent
- completed all sections of this Application for Enrolment form
- enclosed a copy of qualifications including testamur and academic transcript
- enclosed a copy of your passport bio-page
- enclosed a copy of your visa evidence (if applicable)
- enclosed a copy of English proficiency certificate
- enclosed a copy of Genuine Temporary Entrant Statement (GTE)
- provided other supporting documents (if applicable)
- all documents are certified in accordance with the *Certification Guidelines*

# APPLICANT'S DECLARATION

## I DECLARE

- that the information given in this application form and supporting documents is true and correct;
- that I have access to sufficient funds to cover Tuition Fee payments, living expenses and other related expenses incurred by me (and my dependents if applicable) during my enrolment at Sydney Institute of Higher Education;
- that I have personally signed this form;
- that I have read the Student Handbook available at [sydneyinstitute.edu.au/policies](http://sydneyinstitute.edu.au/policies);
- that I agree to abide by Sydney Institute of Higher Education's rules of admission, enrolment and progression;
- that I will inform Sydney Institute of Higher Education immediately of any change to the information I have given in this application form including my contact details while studying in Australia;

## I UNDERSTAND

- that I may be contacted by Sydney Institute of Higher Education staff in order to clarify any aspect of this application;
- that Sydney Institute of Higher Education may obtain official records from any institutions I have previously attended;
- that all documents submitted with this application become the property of Sydney Institute of Higher Education;
- that Sydney Institute of Higher Education may vary or cancel any decision it has made if the information I have given is incorrect or incomplete;
- the structure and content of the Sydney Institute of Higher Education program/s I am applying for in this application;
- that upon accepting an offer from Sydney Institute of Higher Education, I am required to complete a minimum of 6 months study in my principal program (the highest qualification applied for).

## I ACKNOWLEDGE AND AGREE

- that if an offer is made to me, my acceptance is subject to the Terms and Conditions and Student Agreement set out in the letter of offer;
- that if an offer is made to me, my continued enrolment is subject to my achievement of satisfactory program progress as described in the Students at Risk and Unsatisfactory Progress Policy;
- that if an offer is made to me, I am responsible for keeping a copy of this application and receipts of any payments of tuition fees or non-tuition fees;
- I consent to Sydney Institute of Higher Education utilising any contact details I have provided for communications, including communications on services or products offered by Sydney Institute of Higher Education;
- I acknowledge that Sydney Institute of Higher Education reserves the right to vary course fees, course content and structure and graduation requirements.

**Name of Applicant**

**Signature**  **Date**

**Name of Parents/Guardian\***

**Signature**  **Date**

*\*For applicants under 18 years old at the time of application, a parent or guardian's signature is required.*

## SUBMIT YOUR APPLICATION

Please submit the completed Application for Enrolment together with all supporting documents by email to [enrol@sydneyinstitute.edu.au](mailto:enrol@sydneyinstitute.edu.au). Applications will normally be processed within three (3) working days. However, actual times may vary during peak periods. Incomplete applications will not be processed until eligibility for enrolment can be verified.