HIGHER EDUCATION APPLICATION FOR ADMISSIONS FORM DOMESTIC STUDENTS

Stanley College

Please complete this form if you are applying to study at Stanley College. Email your completed application form to admissions@stanleycollege.edu.au or mail it to 69 Outram Street, West Perth, Western Australia 6005. Please use black or blue pen and tick or cross the relevant boxes. **Please check that you have attached all required documents before submitting your application.** If ALL necessary documents have not been submitted, the admissions process will be delayed.

PERSONAL DETAILS

Preferred Title: ☐ Mr ☐ Mrs ☐ Ms ☐ Miss ☐ Dr

Family Name:

Given Names:

Date of Birth (dd/mm/yy): ☐ Under 18 years old

Gender: ☐ F ☐ M ☐ Other Marital Status:

Nationality:

STUDENT ID
(if applicable)

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

UNIQUE STUDENT IDENTIFIER (USI)

CONTACT DETAILS

Address:

City: State:

Postal Code: Country:

Email Address:

Home/Work Phone: Mobile Phone:

EMERGENCY / PARENTS CONTACT DETAILS

Name:

Phone: Relationship:

Address:

Email Address:

BACHELOR COURSES
(PLEASE TICK THE BOX FOR THE COURSE YOU ARE APPLYING FOR)

- ☐ Bachelor of Information and Communications Technology
  CRICOS Course Code: 112413C
- ☐ Bachelor of Community Services
  CRICOS Course Code: 112414B
- ☐ Bachelor of Business with a major in accounting
  CRICOS Course Code: 0100538
- ☐ Bachelor of Business with a major in hospitality and events management
  CRICOS Course Code: 0100538
- ☐ Bachelor of Business with a major in digital marketing
  CRICOS Course Code: 0100538
- ☐ Bachelor of Business with a major in management
  CRICOS Course Code: 0100538
- ☐ Bachelor of Business
  CRICOS Course Code: 0100538

POSTGRADUATE COURSES
(PLEASE TICK THE BOX FOR THE COURSE YOU ARE APPLYING FOR)

- ☐ Graduate Certificate of Business
  CRICOS Course Code: 116342C
- ☐ Graduate Diploma of Business
  CRICOS Course Code: 116341D
- ☐ Master of Business with a specialisation in management
  CRICOS Course Code: 116340E
- ☐ Master of Business with a specialisation in hospitality management
  CRICOS Course Code: 116340E

INTAKE DATES
(PLEASE TICK THE BOX FOR THE COURSE YOU ARE APPLYING FOR)

☐ March 2025 ☐ August 2025
☐ November 2025 ☐ March 2026
☐ August 2026 ☐ November 2026

CAMPUS

☐ Perth ☐ Adelaide

CITIZENSHIP / VISA DETAILS

(Certified copies of all documents must be attached to your application form)

Are you: ☐ Australian Citizen ☐ New Zealand citizen
☐ Aboriginal ☐ Torres Strait Islander

Are you a Permanent Resident of Australia? ☐ Yes ☐ No

If Yes, date of Permanent Residency: Visa Sub-class:

Country of Birth:

EDUCATION BACKGROUND

What is the highest level of secondary school you have completed?

Which year did you complete that schooling level?

Have you previously been a student of Stanley International College? ☐ Yes ☐ No

Please provide details of all secondary or post-secondary Australian or international educational qualifications (Please put in date order starting with the most recent.) Please provide certified copies of ALL your results including ATAR-UAI or equivalent (e.g. TAFE) and any post school studies. Certified English translations are required for documents in another language.

Name of Qualification/Course	1	2
Name of Institution/ School		
Country/State		
Year of Completion		
Certified Copy Attached	☐	☐

Name of Qualification/Course	3	4
Name of Institution/ School		
Country/State		
Year of Completion		
Certified Copy Attached	☐	☐

Certified copies must be stamped and signed by a Justice of the Peace, Commissioner for Declarations, an approved Stanley College education agent or the issuing authority/institution, and be stamped with the certifier's stamp including the certifier's printed name, title/position, signature and date of certification. All documents not in English must be accompanied by certified and translated English copies by an approved translator.

BASIS FOR ADMISSION TO CURRENT COURSE

I am an applicant who:

- ☐ *Has completed* ***previous Higher Education study***
- ☐ *Has completed some* ***Vocational Education and Training (VET) study***
- ☐ *Has alternative entry based on* ***work and life experience***
- ☐ *Has recently completed* ***Secondary Education (within the past two years)***

(For further details on admission criteria, please refer to the Admissions Policy and Admissions Information Sets. These are located on the Stanley College website at https://highereducation.stanleycollege.edu.au/admission/)

RECOGNITION OF PRIOR LEARNING (RPL)

Do you want to apply for credit as a result of previous experience/study (RPL)?

☐ Yes ☐ No

Please Note: Any RPL applications made after a Letter of Offer has been issued will be subject to approval and may attract additional fees

HELP LOANS

I intend on applying for a HELP Loan: ☐ Yes ☐ No

For more information on HELP Loans, please go to https://www.studyassist.gov.au/need-more-information/help-publications

Stanley College
ABN: 16 130 977 221

CRICOS Provider Code: 03047E
TEQSA Provider No. PRV14050

RTO Code: 51973
T: +618 6371 9999

69 Outram Street, West Perth
Western Australia 6005

info@stanleycollege.edu.au
www.stanleycollege.edu.au

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ALTERNATIVE ADMISSION TEST DETAILS

English Language Proficiency

Is English your first language? ☐ Yes ☐ No

If the language of instruction in your previous education was not English, please provide evidence of your English language proficiency by indicating any English test you have completed within the last two years

☐ IELTS ☐ TOEFL ☐ PTE ☐ CAE

☐ Other:

Result:

A certified copy of result/s must be attached.

Other Admission Tests (where relevant)

Test Name:

Test Score:

EMPLOYMENT

Please select the description that best fits your current employment status

☐ Full-time employee
☐ Part-time employee
☐ Self employed, not employing others
☐ Employer
☐ Employed in the family business
☐ Unemployed – seeking full-time work
☐ Unemployed – seeking part-time work
☐ Not employed not seeking work

EQUITY AND DISABILITY

The information below is used to assist Stanley College in monitoring, supporting and improving services to students with medical/disability requirements. Disclosing this information will not affect your admission to Stanley College.

Do you have a disability, impairment or long-term medical condition which may affect your studies? ☐ Yes ☐ No *(skip to next section)*

If yes, please specify the type/s of disability

☐ Hearing ☐ Vision ☐ Learning ☐ Medical ☐ Mobility

☐ Other:

Please give brief details about your medical condition/disability:

HOW DID YOU HEAR ABOUT US

☐ Agent (please specify)
Agent Name: Email:
Telephone: Contact Person:

☐ Stanley College Website ☐ Brochure ☐ Exhibition / Seminar

☐ Friend or Relative (please specify)
Full name: Student ID:

☐ Magazines/Newspapers (please specify)

☐ Others (please specify)

DECLARATION AND SIGNATURE (MANDATORY)

- I understand that the information I provide on and with this form will be used to assess my application.
- I declare that the information provided by me on this form is true and complete in every detail.
- I acknowledge that Stanley College reserves the right at any stage to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information.
- I authorise Stanley College to obtain further information about me from educational and other institutions which I have attended and from Australian Government Authorities such as the Department of Home Affairs (DHA) and the Department of Education.
- I authorise Stanley College to supply any relevant official Stanley College records to educational institutions to which I am seeking admission, to other relevant higher educational governing and examining bodies, and to relevant Australian Federal, State or Territory Government Departments such as the Department of Education and DHA.
- I understand that once I am enrolled, Stanley College will communicate with me on a range of matters relating to my course of study at Stanley College
- I consent to Stanley College utilising any contact details I have provided for communications, including communications on services or products offered by Stanley College
- I acknowledge that Stanley College reserves the right to vary course fees, course content and structure and graduation requirements from time to time.

☐ I understand that Stanley College will apply for my Unique Student Identifier (USI), on my behalf, unless one is provided. I understand that they will use the ID I have provided as part of my application process. Furthermore, I agree that my Stanley College email account will be used as part of this registration process, and that I am required to authenticate my USI myself and may update my contact details at any time. More information on the requirement for a USI is available via www.usi.gov.au.

☐ I understand that when Stanley College performs a search to locate my USI, I will receive a notice regarding the use of this function to confirm my USI. The provider name included on the notice will appear as follows:

- Legal Name – Stanley International College Pty Ltd / Trading Name – Stanley College

☐ I do not allow Stanley College to use photographs, testimonials and videos taken of me for advertising or marketing purposes.

Applicant's Signature

Date (dd/mm/yy)

ADMISSIONS INFORMATION

Admissions requirements for Stanley College's higher education courses are outlined in the Admissions Policy and Procedure and Admissions Information Sets. These are located on the Stanley College website at https://highereducation.stanleycollege.edu.au/apply-now/.

Application Procedure

Applications can be submitted either online or in person to Stanley College, or with one of the College's approved Education Agents listed on Stanley College website. Applications may be lodged using the online Application for Enrolment Form (Higher Education) and submitted using one of the following methods:

- Upload the complete application via Stanley College website; or
- Email the complete application to admissions@stanleycollege.edu.au; or
- Lodge the complete application in person at the West Perth campus.

Required application documentation:

- Completed Application for Enrolment Form (Higher Education).
- Copy of identification document such as a passport* or driver's licence
- Certified copies of testamurs and academic records from previously completed courses of study at other institutions.
  (Note: Qualifications submitted in a language other than English must be accompanied by a certified translation.)
- Copy of an approved English language test or documented evidence of English language proficiency.

APPLICATION CHECKLIST

1. Complete all sections of the Application Form ☐
2. Read and understand the Conditions of Enrolment including the Refund Policy ☐
3. Attach certified/translated copies of:
   - English test results ☐
   - Academic records / qualifications ☐
   - Any public examination results ☐
   - Identification document ☐

SEND YOUR APPLICATION TO

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