



COURSE INFORMATION – Which Higher Education course are you applying for?

Course	Campus
<input type="checkbox"/> Associate Degree of Aviation (Operations Management)	Jandakot
<input type="checkbox"/> Diploma of Business	Bentley
<input type="checkbox"/> Associate Degree of Business	Bentley
<input type="checkbox"/> Associate Degree of Fashion Business	Bentley
<input type="checkbox"/> Associate Degree of Hospitality Management	Bentley
<input type="checkbox"/> Associate Degree of Networking	Thornlie
<input type="checkbox"/> Associate Degree of Mobile Development	Thornlie
<input type="checkbox"/> Diploma of Computer Science	Thornlie

To commence course in: 2017 Semester 1 Semester 2

Attendance Type: Full Time Part time Expected Completion Year

EDUCATION QUALIFICATIONS

Please indicate and attach certified copies if you have completed or commenced any tertiary qualifications:

Education Level <i>(Certificate, Diploma, Advanced Diploma, Bachelor's Degree)</i>	Course Title	Name of Institution	Completed? (Yes or No)	Year last enrolled or completed
Secondary Education Level	Name of Institution	Student Number	Year of Completion	
What type of institution did you attend for your final year of secondary education (Year 12) : <input type="checkbox"/> High School. <input type="checkbox"/> TAFE College <input type="checkbox"/> Community College				
Did you complete a WAIS ATAR YES <input type="checkbox"/> or non-ATAR? YES <input type="checkbox"/>				

Declaration

I, _____, declare that the information I have provided in this application is complete and correct and I authorise South Metropolitan TAFE to verify any facts. I understand that if any information is found to be false this application may be cancelled.

If I subsequently accept an offer and enrol in the course I am applying for, I hereby agree that I will observe the Statutes, By-laws and Regulations of South Metropolitan TAFE.

I acknowledge that it is my responsibility to enrol correctly in accordance with the Admissions, Enrolment and Academic Progress Rules and course requirements.

I understand that:



- authority to collect the information on this form is contained in *The Higher Education Support Act 2003*;
- information is collected for programme administration purposes;
- information may be shared for these purposes between the Taxation Office, Centrelink, the Department of Education, Employment and Workplace Relations and any other authorised departments; and,
- information may not otherwise be disclosed without my consent unless authorized or required by law.

I consent to receiving information electronically unless alternate communication arrangements have been approved by South Metropolitan TAFE and agree to access the contents of my South Metropolitan TAFE student e-mail account on a regular basis.

I understand that giving false or misleading information is a serious offence under the Criminal Code.

I understand that during the period of my enrolment, South Metropolitan TAFE may require me to provide documentation to verify my citizenship status.

Student Signature:

Date:

APPLICATION CANNOT BE ASSESSED WITHOUT YOUR RELEVANT DOCUMENTATION ATTACHED

DOCUMENT CERTIFICATION

All supporting documents must be originals or correctly certified copies of original documents. Photocopies, scans, faxes and website printouts are not acceptable. Certification can be carried out by:

- Higher Education Students Services Staff at South Metropolitan TAFE, Bentley Campus: or
- International Centre staff at South Metropolitan TAFE, Bentley Campus; or
- The official records department of the institution that originally issued the documents: or
- The Admissions Office or Student Administration of any Australian University: or
- Within Australia, anyone who is currently employed as a Justice of the Peace; commissioner of declarations, pharmacist; credit union branch manager; barrister, solicitor or patent attorney; police officer in charge of a police station or of the rank of sergeant and above; medical practitioner; postal manager; principal of an Australian secondary college, high school or primary school; accountant – member of the Institute of Chartered Accountants in Australia or CPA Australia or CPA Australia or the National Institute of Accountants or the Association of Taxation and Management Accountants or Registered Tax Agents; or
- Overseas, an Australian overseas diplomatic mission and Australian Educational Centres.

Applicants are advised that the authorised officer should verify each document by writing 'This is a true copy of the original document sighted by me', then signing the statement, printing their name, address, contact telephone number, profession or occupation or organisation, date verified and including the official stamp or seal of the verifier's organisation on the copy, if the organisation has such a stamp.

WHERE TO SUBMIT YOUR APPLICATION

<p>Applications can be submitted in person at:</p> <p>Higher Education Student Services Bentley Campus Hayman Road Bentley</p>	<p>Applications can be submitted by post to:</p> <p>South Metropolitan TAFE Higher Education Admissions 1 Fleet St Fremantle 6160 WA</p>
---	---

WHEN TO SUBMIT YOUR APPLICATION

Students must submit their application before the commencement of the semester, but as there are limited places in some courses we recommend submitting your application as soon as possible.

OFFICE USE ONLY

Received on:	Student entered on enrolment list: Yes <input type="checkbox"/> No <input type="checkbox"/>
Entry requirements met: Yes <input type="checkbox"/> No <input type="checkbox"/>	Student notified: Date:
Application approved: Yes <input type="checkbox"/> No <input type="checkbox"/>	Processed by:

Student Notification

Successful applicants will be notified via email of enrolment and student induction details.