

APPLICATION **FOR ADMISSION**
International Student



Walford
Anglican School for Girls



Walford

APPLICATION PROCEDURES

Criteria for Enrolment

Applications for admission will be considered using the following criteria:

- the number of positions available at the appropriate year level
- the resources of the School
- the student's ability to fulfil the English language proficiency level for the proposed course of study. (This level is determined by the requirement in accordance with their country of origin and visa assessment level, together with the result of an English language proficiency test undertaken in their country. Students may be required to undertake intensive English language study prior to their entry to the School.)

Application Procedures

- Parents/guardians interested in enrolling their daughter/s at Walford may request an information package from the School's Admissions Office. Information provided in response to such requests will be given without charge and will include details of fees and an Application for Admission form.
- Applications will be received by lodgement of a completed Application for Admission form and the prescribed **non-refundable application fee of A\$150.00** with the School's Admissions Office.
- It is essential that the School be kept informed of changes to the information given on this form. No responsibility can be taken by the School for non-delivery of its communications. It is the responsibility of Parents/Guardians to provide the School with timely advice of changes to address and other contact details. Failure to do so may preclude an applicant from an offer of enrolment.
- Applicants to whom places are offered will be asked to complete a contractual Application for Enrolment form and agree to be bound by the School's Enrolment Policy. This policy covers such conditions as payment of fees, change of status, deferral or termination of enrolment, children with special needs. Should you wish to see a copy of the Enrolment Policy

prior to making application for admission, please telephone the school on 61 8 8272 6555 or email registrar@walford.asn.au.

- *A place at Walford is not assured until it is offered in writing by the Headmistress, the Application For Enrolment form completed and the required fees paid in full.*
- In the case of a Full-Fee Paying Overseas Student, one half year's tuition fees and boarding fees if applicable, plus the full value of medical insurance with Medibank Private for the duration of the student's studies at the School will be required in advance of enrolment and in accordance with Immigration laws. Upon receipt of these monies, a Confirmation of Enrolment form will be issued.

PRIVACY POLICY

Information for Families

The following information is provided to families to assist in understanding the implications of the School's Privacy Policy.

1. Walford Anglican School for Girls respects the privacy of personal and sensitive information relating to your family. The School is committed to ensuring that it complies at all times with its obligations under the Commonwealth Privacy Act.
2. The School collects personal information, including sensitive information about students and parents or guardians as part of the School's enrolment process. The primary purpose of collecting this information is to enable the School to provide schooling for your daughter. If we do not obtain the information referred to above we may not be able to enrol your daughter.
3. Some of the information we collect is to satisfy the School's legal obligations, particularly to enable the School to discharge its duty of care.
4. Health information about students is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We may ask you to provide medical reports about your daughter from time to time.

5. The School from time to time discloses personal and sensitive information to others for administrative and educational purposes.

6. Parents, guardians or future students may seek access to personal information collected about them by contacting the School. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the School's duty of care or where information has been provided in confidence.

7. As you may know, the School from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. It may also be disclosed to organisations that assist in the School's fundraising activities solely for that purpose.

8. If you provide the School with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the School and why.

A copy of the School's Privacy Policy is available upon request or can be accessed on our website. If you would like further information about the way the School manages the personal information it holds, or wish to seek access to personal information held by the School about yourself or your daughter please contact the Headmistress in writing.



DETAILS OF STUDENT

CRICOS PROVIDER CODE 00563J

SURNAME _____ CHRISTIAN / GIVEN NAME _____

DATE OF BIRTH _____ RELIGIOUS DENOMINATION _____

PROPOSED YEAR OF ENTRY _____ LEVEL (PREP TO YEAR 12) _____ BOARDER OR DAYGIRL _____

BROTHERS & SISTERS (WITH DATE OF BIRTH) _____

NAMES OF CLOSE RELATIVES WHO ATTEND WALFORD. PLEASE INCLUDE: DATE OF ATTENDANCE, HOUSE, MAIDEN NAME (WHERE APPLICABLE) AND RELATIONSHIP

DETAILS OF PARENTS/GUARDIANS

FATHER

SURNAME (MR / DR / RED'D) _____

CHRISTIAN NAME _____

HOME ADDRESS _____

POSTCODE _____

RELIGIOUS DENOMINATION _____

TELEPHONE (HOME) _____

(WORK) _____

(MOBILE) _____

EMAIL _____

OCCUPATION _____

BUSINESS NAME & ADDRESS _____

MOTHER

SURNAME (MS / MRS / DR / RED'D) _____

CHRISTIAN NAME _____

HOME ADDRESS _____

POSTCODE _____

RELIGIOUS DENOMINATION _____

TELEPHONE (HOME) _____

(WORK) _____

(MOBILE) _____

EMAIL _____

OCCUPATION _____

BUSINESS NAME & ADDRESS _____

1. WE ACKNOWLEDGE THAT WE HAVE READ AND UNDERSTAND THE ATTACHED APPLICATION FOR ADMISSION INFORMATION.
2. WE REQUEST THAT THE SCHOOL TAKES INTO ACCOUNT THE FOLLOWING SPECIAL NEEDS OF OUR DAUGHTER IN THE DELIVERY OF HER EDUCATION, AND WE HAVE ATTACHED DOCUMENTATION RELATING TO THESE SPECIAL NEEDS.

FATHER'S OR GUARDIAN'S SIGNATURE _____ DATE _____

MOTHER'S OR GUARDIAN'S SIGNATURE _____ DATE _____



Walford

Anglican School for Girls

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Email registrar@walford.asn.au