

ENROLMENT IN ACT UNITS

YEAR: **SEMESTER:** **ACT STUDENT NUMBER:**

NAME IN FULL:
Title First Name(s) Surname

CONTACT DETAILS:

Term address:

No. & Street:			
Suburb		Postcode:	
Phone:		Mobile:	
Email:			
Date of Birth			

Permanent Home address (overseas students MUST fill in their HOME country details):

No. & Street:			
Suburb		Postcode:	
Country (if not Australia):			
Phone:		Mobile:	
Email:			

ENROLMENT DETAILS:

16cps is considered a normal full-time enrolment. No more than 20cps per semester can be taken.

Course:	Unit Code:	Unit title:	Distance - Y/N	College

Primary Sponsoring College (if different from above):

Are you a FEE-HELP student? **YES/NO**

If yes, have you previously submitted a *Registration for FEE-HELP Assistance* form? **YES/NO** If not, you must complete the necessary application form available from your provider and submit it to them with this form.

CONTINUING STUDENTS ONLY:

Have any of your details regarding citizenship, disabilities or tertiary qualifications changed since you first enrolled in this course? **YES/NO** If yes, please provide details:

continued →

ALL STUDENTS MUST COMPLETE THIS SECTION:

DEEWR are asking for the following information as their preferred way of improving the method of gathering data on socioeconomic status, resulting from their *Advancing Equity and Participation in Higher Education* study of 2007.

1a. Parent/Guardian #1 is Female Male

1b. What was the highest level of education completed by your parent/guardian #1 (place tick or cross in the appropriate box):

- 1. Postgraduate qualifications (eg masters, PhD)
- 2. Bachelor qualification
- 3. Other post school qualification (eg, VET/TAFE certificate, apprenticeship, associate degree or diploma)
- 4. Completed Year 12 or equivalent
- 5. Did not complete Year 12 or equivalent
- 6. Don't know
- 7. Not applicable

2a. Parent/Guardian #2 is Female Male

2b. What was the highest level of education completed by your parent/guardian #2 (place tick or cross in the appropriate box):

- 1. Postgraduate qualifications (eg masters, PhD)
- 2. Bachelor qualification
- 3. Other post school qualification (eg, VET/TAFE certificate, apprenticeship, associate degree or diploma)
- 4. Completed Year 12 or equivalent
- 5. Did not complete Year 12 or equivalent
- 6. Don't know
- 7. Not applicable

NEW STUDENTS MUST FILL IN THIS SECTION:

Has Theological Study been undertaken at another college? If so which college?:

Prior study (include anything from the HSC onwards):

Basis for admission to this course:

The following information is required in order to provide statistical information to the Commonwealth as part of Government reporting requirements.

Country of birth:.....

Year of arrival in Australia (if not born here):

Language spoken at home:

Citizenship status (please tick one only):

- Australian citizen New Zealand citizen
- Permanent Resident Temporary permit visa (incl. Student Visa)
- Permanent Humanitarian Visa
- Other (please state)

Disabilities (if any):

Tertiary Entrance Score (value will range from 30.00 to 99.95):
(note: Qld students must convert their OP scores. Talk to your enrolling college for details).

Please indicate if any of the following applies to you:

- Aboriginal Torres Strait Islander
 Overseas student IELTS score(s):

REGULATIONS

Overseas Students: “The information provided by overseas students to the provider (the Australian College of Theology) may be made available to Commonwealth and State agencies and the Fund Manager of the Educational Services for Overseas Students (ESOS) Assurance Fund, pursuant to obligations under the ESOS Act 2000 and the National Code; and the provider is required, under section 19 of the ESOS Act 2000, to tell the Department about: (i) certain changes to the student’s enrolment; and (ii) any breach by the student of a student visa condition relating to attendance or satisfactory academic performance”. By signing this form I acknowledge that I have read, understand and accept the ACTh Refund Policy and Agreement for Overseas Students.

Variation of Enrolment: Students who wish to vary their enrolment by addition of or withdrawal from a unit should consult student information distributed by their college for the critical dates that apply to that unit and the procedure to use to apply for a variation. After the Administrative Date and up to the Census Date of a unit, a Variation of Enrolment Fee applies. Withdrawal from a unit after the Withdrawal Date will normally attract a fail (FW) grade. [For more information, see http://www.acttheology.edu.au/students_enrol.php > Variation of Enrolment]

Closing dates for application: An application for enrolment in a unit lodged after the Administrative Date for the unit shall be subject to the Variation of Enrolment Fee.

Re-crediting FEE-HELP balance: Candidates who withdraw after the census dates and wish to apply for re-crediting of their FEE-HELP balance must apply in writing to the Academic Administrator of the Australian College of Theology. A copy of the regulations for re-crediting FEE-HELP balances can be found on the Australian College of Theology website www.act.org.au.

DECLARATION:

I have read the regulations and certify that to the best of my knowledge the above details are correct. I understand that my personal information will be stored by the Department of Employment, Education and Workplace Relations (DEEWR) in order to administer my FEE-HELP assistance. I understand that: the information on this form is collected for program administration purposes, including the viewing of graduate survey data by relevant parties such as Graduate Careers Australia. Authority to collect this information is contained in the *Higher Education Support Act 2003*; information may be shared between the Australian Taxation Office, DEEWR and the Department of Immigration and Citizenship; and information may not otherwise be disclosed without my consent unless authorised or required by law. Graduates’ names are published on the ACT website and manuals. I understand that I may request for my name not to be published. I understand that giving false or misleading information is a serious offence under the Criminal Code.

Signature of Candidate Date:
(NB: **ONLY** the candidate may sign this form – no proxy signatures will be accepted)

College Principal or Registrar: I am satisfied that the above candidate has fulfilled the pre-requisites in order to enrol for the above units.

College endorsement:
