



# International Student Enrolment Application

Name: \_\_\_\_\_ Day student or boarder: \_\_\_\_\_  
Preferred calendar year of entry: \_\_\_\_\_ In year level: \_\_\_\_\_

OFFICE USE ONLY	
Date of receipt	
TASS Parent Number	
Amount	\$
Payment Type	<input type="checkbox"/> CASH <input type="checkbox"/> CHEQUE <input type="checkbox"/> CREDIT CARD

1. INTERNATIONAL STUDENT DETAILS			
For entry into year:		In the year:	(eg. 2020)
As a:	<input type="checkbox"/> Boarder		<input type="checkbox"/> Day student
Surname:			
Given names:		Preferred name:	
Address of student:			
Date of birth:	/ /	Religion:	
Country of birth:			
Language spoken at home:			

2. ASSESSMENTS		Please supply details and copies of documentation	
Audiology Clinic	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Child Guidance	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Occupational Therapist	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Psychiatrist/Psychologist	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Speech Pathologist	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Advisory Visiting Teacher	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Other (eg. gifted, talented, ESL)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Learning Support Ascertained	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, please supply details and documentation:

3. MEDICAL DETAILS		Details of Medication/Treatment	
Sight/hearing concerns?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Head injury/convulsions?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Allergies?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Any history of anaphylaxis?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Epipen required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Asthma?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Diabetes?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
ADD/ADHD?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Any regular medication?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Any other medical history?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Please specify:
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4. FAMILY DETAILS	PARENT/GUARDIAN A	PARENT/GUARDIAN B	PARENT (Not residing with child)
TITLE (Mr, Mrs, Ms, Dr, Prof):			
SURNAME:			
OTHER NAMES:			
RELATIONSHIP TO CHILD:			
HOME ADDRESS:			
ADDRESS FOR CORRESPONDENCE:			Is correspondence required? <input type="checkbox"/> Yes <input type="checkbox"/> No
HOME PHONE:			
MOBILE PHONE:			
EMAIL:			
FAX:			
WORK PHONE:			
OCCUPATION:			
OCCUPATION GROUP: (See appendix)			

The following data is collected on behalf of the Commonwealth Government for national reporting purposes.

What is the highest year of schooling completed by parent/guardian?	<input type="checkbox"/> Year 12 or equivalent <input type="checkbox"/> Year 11 or equivalent <input type="checkbox"/> Year 10 or equivalent <input type="checkbox"/> Year 9 or equivalent or below	<input type="checkbox"/> Year 12 or equivalent <input type="checkbox"/> Year 11 or equivalent <input type="checkbox"/> Year 10 or equivalent <input type="checkbox"/> Year 9 or equivalent or below	<input type="checkbox"/> Year 12 or equivalent <input type="checkbox"/> Year 11 or equivalent <input type="checkbox"/> Year 10 or equivalent <input type="checkbox"/> Year 9 or equivalent or below
Highest qualification completed (Mark one box only)	<input type="checkbox"/> Bachelor Degree or above <input type="checkbox"/> Advanced Diploma/Diploma <input type="checkbox"/> Certificate I to IV (including trade certificate) <input type="checkbox"/> No qualification beyond school	<input type="checkbox"/> Bachelor Degree or above <input type="checkbox"/> Advanced Diploma/Diploma <input type="checkbox"/> Certificate I to IV (including trade certificate) <input type="checkbox"/> No qualification beyond school	<input type="checkbox"/> Bachelor Degree or above <input type="checkbox"/> Advanced Diploma/Diploma <input type="checkbox"/> Certificate I to IV (including trade certificate) <input type="checkbox"/> No qualification beyond school

5. EMERGENCY CONTACTS		Parents will always be the first point of contact, but in the case of being unable to contact you in an emergency, please supply two additional contacts and phone numbers.		
NAME	RELATIONSHIP TO CHILD	PHONE NUMBERS		
		Home:	Mobile:	Work:
		Home:	Mobile:	Work:

6. SPECIFIC FAMILY CARE DETAILS
Indicate details of restricted access to the enrolling child. Please attach a photocopy of any court order or other parenting arrangement which will guide us in dealing with any other party who might make representations to the Headmaster in relation to your enrolled child. Such family law details should be discussed during your interview.

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## 7. OTHER INFORMATION

Indicate other physical, social, emotional, or developmental/congenital conditions which may affect learning or school activities, or which may require additional or emergency attention at school and/or could affect our duty of care.

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Indicate other information which may assist with this enrolment application.

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## 8. CO-CURRICULAR & SPORTING ACHIEVEMENTS

Activities & special achievements

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## 9. INTERNATIONAL STUDENT ENTRY REQUIREMENTS

ENGLISH LANGUAGE LEVEL (EVIDENCE REQUIRED)

- (a) Students must meet the minimum level of English language proficiency for entry into:
- (i) **Junior Secondary Years 7 to 10 (082458J)**  
Overall between levels 4 and level 5 (minimum level 4) NLLIA Bandscale Test;  
AEAS Test Score 53 – 70.
  - (ii) **Senior Secondary Course Years 11 and 12 (004881G)**  
Overall minimum NLLIA Bandscale level 5+ or IELTS 5.5 with a minimum 5.0 in any skill area.  
AEAS Test Score 70+.

ACADEMIC LEVEL

Applicants are required to have completed year level comparable to the Queensland year level preceding that to which they are applying for entry (eg. successful in a comparable year 9 for entry into year 10).

Comments on School reports will also be considered.

An applicant who does not meet the academic entry criteria may be considered if the student presents satisfactory results which demonstrate academic capability from a recognised test eg. AEAS, NILLA Band scales (please see table **attached**). This will be on a case by case basis.

AGE APPROPRIATE GUIDELINES

- Entering Year 7 – the student must be no older than 13 by the end of that year
- Entering Year 8 – the student must be no older than 14 by the end of that year
- Entering Year 9 – the student must be no older than 15 by the end of that year
- Entering Year 10 – the student must be no older than 16 by the end of that year
- Entering Year 11 – the student must be no older than 17; 18 by the end of that year
- Entering Year 12 – the student must be no older than 19 by the end of that year



## ENGLISH LANGUAGE LEVEL GUIDE

Council of Europe Language Levels/ALTE	ELICOS Levels		TESTS AND EXAMINATIONS							
			NLLIA	ISLPR	AEAS	IELTS	TOEIC	TOEFL	TOEFL IBT	Cambridge
C2 Mastery/ Level 5	Level 7 (Proficient)		7	4+		7.5+	901+	607+	101+	CPE
C1 Effective operational Proficiency/ Level 4	Level 6 (Advanced)		6	3+ -4	70+	6.5-7	751 – 900	567 – 603	86 – 100	CAE
B2 Vantage/ Level 3	Level 5 (Upper-Intermediate)	<b>MINIMUM ENTRY LEVEL YEARS 10-12</b>	5	2+ -3	61 – 70	5 – 6	526 – 750	527 – 563	71 – 85	FCE
B1 Threshold/ Level 2	Level 4 (Intermediate)	<b>MINIMUM ENTRY LEVEL YEARS 7-9</b>	4	1+ -2	53 – 60	4.5 – 5	401 – 525	473 – 523	52 – 70	PET

I \_\_\_\_\_ (parent/guardian name) acknowledge that, upon my son arriving at Ipswich Grammar School and he is found to NOT be at the above level required, the student will be required to undertake an external intensive English language course BEFORE beginning mainstream studies.

### SIGNATURES OF ALL PARENTS ACKNOWLEDGING IPSWICH GRAMMAR SCHOOL STUDENT ENTRY REQUIREMENTS

	Date:
	Date:

### 10. DECLARATION

We, the parents or guardians, have read and fully completed the Enrolment Application. We understand that for this application to be processed the following needs to be attached at the time of lodgment.

- Copy of student's Birth Certificate
- Copy of Passport
- Copies of last two school reports
- Evidence of English Language Level

**A \$2,250 confirmation fee is payable upon receipt of an offer of placement for international students (\$750 non-refundable). Commencement at IGS will be dependent upon receipt of this fee.**

We give permission for:

Photos of our child engaged in school activities to be published at the school's discretion	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Our contact details to be given to agencies of IGS, such as the P&F	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Our child to be transported between school facilities and events via an IGS vehicle as required	<input type="checkbox"/> Yes	<input type="checkbox"/> No

### SIGNATURES OF ALL PARENTS / GUARDIANS APPLYING

	Date:
	Date:
	Date:

### SIGNATURE OF STUDENT (If over 15 years of age)

I give my consent for the collection of all personal and sensitive information included in this Enrolment Application at Ipswich Grammar School.

	Date:
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## STANDARD COLLECTION NOTICE

- 1.** Ipswich Grammar School collects personal information, including sensitive information about students and parents or guardians before and during the course of a student's enrolment at the school. This may be in writing or in the course of conversations. The primary purpose of collecting this information is to enable the school to provide an education to the student.
- 2.** Some of the information that Ipswich Grammar School collects is to satisfy the school's legal obligations, particularly to enable the school to discharge its duty of care.
- 3.** Laws governing or relating to the operation of a school require certain information to be collected and disclosed.
- 4.** Health information about students is sensitive information within the terms of the Australian Privacy Principles. We may ask you to provide medical reports about students from time to time.
- 5.** Ipswich Grammar School may disclose personal and sensitive information to others for administrative and educational purposes. This includes to other schools, government departments, medical practitioners and people providing services to the school.
- 6.** Personal information collected from students is regularly disclosed to their parents or guardians.
- 7.** The school may store personal information in the 'cloud', which means information may be stored on servers which are based outside Australia.
- 8.** The school may include student and parent contact details in a class roll.
- 9.** Information received from you may be used for Ipswich Grammar School fundraising purposes. The school will not disclose your personal information to third parties for their own marketing purposes without your consent.
- 10.** The school Privacy Policy explains how parents or students may seek access to personal information collected about them. 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 students have provided information in confidence.
- 11.** The school Privacy Policy explains how you may make a complaint about a breach of privacy and how the school will deal with such a complaint.
- 12.** Information such as academic, arts and sports success, student activities and other news is published in school newsletters and on the Ipswich Grammar School website and social media platforms. Information and photographs may also be forwarded to external media organisations for publicity purposes. Parents may contact the school if they do not wish to have their child photographed, filmed or named in these materials.
- 13.** If parents provide the school with the personal information of others such as doctors or emergency contacts they are encouraged to inform them that they are disclosing that information to the school. The school does not usually disclose this information to third parties.
- 14.** If my son was not born in Australia, is not an Australian citizen or is currently in Australia on a visa, I authorise IGS to perform a VEVO Entitlement Check. This check will provide IGS with information regarding my entitlement to live in Australia. I also understand that if the information found shows that I am not entitled to be in Australia, the Commonwealth may use the information.



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