

## **VCAL Application Checklist**



## The following information should be emailed to Offer and Admissions Team by Friday 22 June 2018

Email: admisisons@boxhill.edu.au

DETAILS	TICK BOX √
Your last <b>TWO</b> school reports	
Semester 2, 2017 must be included	
Term 1 2018 interim report	
A letter of recommendation from your school/ Career adviser	
If you are currently doing or have done any VCAL, VCE or a VET/VETIS subjects you will need to include:  • Your "VASS Student Full Details Report"	
Ask your school VASS Administrator/School Registrar to print this for you	
<ul> <li>Any statement of results, statement of attainments for training or vocational (VET) courses</li> <li>(MUST show unit names and unit codes and result)</li> </ul>	
<ul> <li>A list of units currently studying if doing vocational studies outside of school or as a traineeship (ie: from Maccas) (MUST show unit names and unit codes and result)</li> </ul>	

Also, although you DO NOT NEED THESE YET, but to get ready for the Enrolment Process, it is worth gathering the following information now.

Keep these together in a safe place for when they are needed.

Evidence of Proof of Citizenship	
Australian Birth Certificate; current Australian Passport; green Medicare card;	
current New Zealand Passport; a naturalisation certificate; or Formal papers from	
DIAC confirming permanent residence	
Proof of Date of Birth	
ONE of: Australian Birth Certificate; current Passport; current learner's licence;	
Keypass card; or Proof of Age card	
Valid Concession Card (if applicable)	
i.e. valid health care card	