

International Student Application Form



Agent Name / ID / Stamp		
The Applicant is currently	Onshore	Offshore

1. Personal Details

Contact details

Family Name (Surname)			
Given Name/s			
Date of birth	/	/	
Gender	Male	Female	Other
Email			
Phone Number			

Unique Student Identifier (USI)*

All domestic and international students will need to obtain a Unique Student Identifier (USI) from 1st of January 2015. If you do not have a USI yet, you have 2 options to choose from (please tick which option you choose).

Apply for a USI on your own (www.usi.gov.au) and provide the number in the field below

Request Rhodes International College (RIC) to apply for a USI on your behalf

*A USI is a 10 digit alpha numeric number

Current Residential Address

Please provide the physical address (street number and name, not a post office box number) where you reside, rather than a temporary address at which you reside for training, work, or other purposes.

Street Number and Name	
Town/City	
State	
Postcode	
Country	
Postal address (if different from above)	

2. Passport and Visa Details

Important: Please submit copies of your passport and visa details (if applicable) with this application.

Passport number	
Expiry date	/ /
Country of citizenship	

If you hold a current Australian visa

Current location	Onshore	Offshore
Type of Visa	Student	Working
	Visitor	Spouse
	Other (please specify):	
Expiry date	/ /	

If you do not hold a current Australia visa

Department of Home Affairs Office where your application will be/has been lodged	
Date of application/intended application	
When did you first arrive in Australia?	/ /

Visa history

Have you ever been refused a visa to Australia?	Yes	No
If yes, please provide details:		
Have you ever been refused a student visa to other countries?	Yes	No
If yes, please provide details:		
Have you ever visited Australia and breached any visa conditions?	Yes	No
If yes, please provide details:		

3. Cultural Diversity

Are you of Aboriginal or Torres Strait Islander Origin?	No
	Yes, Aboriginal
	Yes, Torres Strait Islander

4. Disability

Do you consider yourself to have a disability, impairment, or long-term condition?	Yes	No
If yes, please select the areas in the following list	Hearing/deaf	Physical
	Intellectual	Learning
	Mental illness	Vision
	Medical condition	Acquired brain impairment
	Other (please specify):	
While undertaking training, do you require assistance with any of the above?	Yes (please specify):	
	No	

5. English Language Proficiency

Country of birth		
Do you speak a language other than English at home?	No, English only (go to section 6)	Yes (please specify)
How well do you speak English?	Very well	Well
	Not well	Not at all
Have you completed a recognized English language test?	Yes	No
If yes, name of the test? (IELTS, TOEFL)		
Test score		

6. Education History

Important: Please submit copies of your high school certificates and academic transcripts with your application.		
What is the highest level of school education that you have completed?		
Year 12 or equivalent	Year 11 or equivalent	
Year 10 or equivalent	Never attended school	
In which year did you complete that school level?		
Are you still attending secondary school?	Yes	No

7. Previous Qualifications Achieved

Important: Please submit copies of all your previous qualifications certificates and academic transcripts (if any) with your application.		
Have you SUCCESSFULLY completed any of the following qualifications?	Yes (if yes, tick any applicable boxes)	No (go to section 8)
Bachelor degree or higher degree	Advanced diploma or associate	
Diploma or associate	Certificate IV or advanced certificate/technician	
Certificate II (or trade certificate)	Certificate II	
Certificate I	Certificates other than above	

8. Credit Transfer (CT) and Recognition of Prior Learning (RPL)

Are you seeking Credit Transfer (CT) for your previous studies?	Yes	No
If yes, please note that there is a cost associated with CT applications upon assessment. Please contact your agent or visit www.ric.edu.au for more details. Rhodes International College does not grant course credits on the basis of recognition of prior learning for international students.		

9. Employment

Of the following categories, which BEST describes your current employment status?	
Full-time employee	Part-time employee
Self-employed – not employing	Employer
Employed – unpaid worker in a family business	Unemployed – seeking full-time
Unemployed – seeking Part-time	Not-employed – not seeking

10. Study Reason

Of the following categories, which BEST describes your main reason for undertaking this course/traineeship/apprenticeship?	
To get a job	I wanted extra skills for my job
It was a requirement for my job	To develop my existing business
To get into another course of study	For personal interest and self-development
To start my own business	To try a different career
Other reasons:	

11. Overseas Student Health Cover

Do you require Rhodes International College to arrange OSHC for you?	Yes	No
If yes, which OSHC do you require?	Single	Couple
	Single-parent	Family
If no, please provide the name of your OSHC insurer:		
	Membership No:	/ /
	Expiry date:	/ /

12. Accommodation and Airport Transfers

Do you require Rhodes International College to refer you to accommodation services?	Yes	No
If yes, please specify the number of weeks:		
Do you require Airport transfer?	Yes	No
If yes, arrival date/time:		
Flight Number:		

13. Course Preferences

CRICOS Code	Course Code	Course Name	Duration	Intake
107591E	CHC30121	Certificate III in Early Childhood Education and Care	40 weeks	16 Jan 23 10 Apr 23
107592D	CHC50121	Diploma of Early Childhood Education and Care	64 weeks	3 Jul 23 25 Sep 23

106449H	BSB40820	Certificate IV in Marketing and Communication	52 weeks	31 Oct 22 16 Jan 23 27 Feb 23
106450D	BSB50620	Diploma of Marketing and Communication	52 weeks	
106451C	BSB60520	Advanced Diploma of Marketing and Communication	52 weeks	

108592G	ICT40121	Certificate IV in Information Technology	52 weeks	10 Apr 23 22 May 23
108593F	ICT50220	Diploma of Information Technology	80 weeks	3 Jul 23 14 Aug 23
108594E	ICT60220	Advanced Diploma of Information Technology	104 weeks	25 Sep 23 6 Nov 23

108595D	BSB50420	Diploma of Leadership and Management	52 weeks	6 Nov 23
108596C	BSB60420	Advanced Diploma of Leadership and Management	52 weeks	

14. Applicant Checklist – Documents Required

Important: Please include the students full name in the email subject line when sending through the enrolment pack.

Required Documents:

Passport
Current visa grant (if onshore)
Current CoE (if transfer student)
Copies of ALL qualifications completed onshore
Evidence of offshore education (including high school graduation and any other study)
Evidence of English language ability

If seeking an English waiver:

Evidence of 2 years study in Australia; or
Evidence of completion of a Diploma qualification or higher; or
Evidence of a minimum of 4 years of offshore studies completed in English

Additional Documents required if there is a study gap:

Resume; or
Statement of Purpose (SOP)

15. How did you hear about us?

How did you hear about Rhodes International College (RIC)?	
Through my agent	Social Media
Word of mouth	Website

Please send completed application form and documents to info@ric.edu.au and your Rhodes International College representative.

16. Privacy Notice

Why we collect your personal information: As a registered training organisation (RTO), we collect your personal information so we can process and manage your enrolment in a vocational education and training (VET) course with us.

How we use your personal information: We use your personal information to enable us to deliver VET courses to you, and otherwise, as needed, to comply with our obligations as an RTO.

How we disclose your personal information: We are required by law (under the *National Vocational Education and Training Regulator Act 2011* (Cth) (NVETR Act)) to disclose the personal information we collect about you to the National VET Data Collection kept by the National Centre for Vocational Education Research Ltd (NCVER). The NCVER is responsible for collecting, managing, analysing, and communicating research and statistics about the Australian VET sector.

We are also authorised by law (under the NVETR Act) to disclose your personal information to the relevant state or territory training authority.

How NCVER and other bodies handle your personal information: NCVER will collect, hold, use and disclose your personal information in accordance with the law, including the *Privacy Act 1988* (Cth) (Privacy Act) and the NVETR Act. Your personal information may be used and disclosed by NCVER for purposes that include populating authenticated VET transcripts; administration of VET; facilitation of statistics and research relating to education, including surveys and data linkage; and understanding the VET market.

NCVER is authorised to disclose information to the Australian Government Department of Education, Skills and Employment (DESE), Commonwealth authorities, state and territory authorities (other than registered training organisations) that deal with matters relating to VET and VET regulators for the purposes of those bodies, including to enable:

- Administration of VET, including program administration, regulation, monitoring and evaluation
- Facilitation of statistics and research relating to education, including surveys and data linkage
- Understanding how the VET market operates, for policy, workforce planning and consumer information.

NCVER may also disclose personal information to persons engaged by NCVER to conduct research on NCVER's behalf.

NCVER does not intend to disclose your personal information to any overseas recipients.

For more information about how NCVER will handle your personal information please refer to the NCVER's Privacy Policy at www.ncver.edu.au/privacy.

If you would like to seek access to or correct your information, in the first instance, please contact your RTO using the contact details listed below.

Rhodes International College
Level 8, 140 Elizabeth Street
Sydney NSW 2000
info@ric.edu.au
(02) 7906 8337

DESE is authorised by law, including the Privacy Act and the NVETR Act, to collect, use and disclose your personal information to fulfil specified functions and activities. For more information about how the DESE will handle your personal information, please refer to the DESE VET Privacy Notice at <https://www.dese.gov.au/national-vet-data/vet-privacy-notice>.

Surveys: You may receive a student survey which may be run by a government department or an NCVER employee, agent, third-party contractor or another authorised agency. Please note you may opt out of the survey at the time of being contacted.

Contact Information: At any time, you may contact Rhodes International College to:

- Request access to your personal information
- Correct your personal information
- Make a complaint about how your personal information has been handled
- Ask a question about this Privacy Notice

17. Declaration

Important: This document contains and refers to contractual terms.

I am the person named on this application and give this declaration and agree to these terms in support of my application for enrolment in a course at Rhodes International College (RIC).

I am not a permanent resident or citizen of Australia, not a citizen of New Zealand.

I declare that I have read and understood the information included in the Privacy Notice provided to me.

I understand that if I have any school-aged children or dependants accompanying me to Australia, they must attend school and I will be required to pay a full fee if they are enrolled either in a government or non-government school

I declare that I can produce to RIC originals of all documentation relied on in support of this application and I agree to produce any such documentation to RIC on request.

I authorise RIC to obtain any further information or records from any educational institution or recognised educational qualifications assessment body and to verify any information about my employment history that I have given to RIC.

I declare that the College has informed me through its policies, procedures and terms set out in the RIC Student Handbook and information supplied on the College website at <http://www.ric.edu.au>, of my rights and obligations including: all tuition fees and other fees and charges associated with my intended studies; the College's Credit Arrangement Policy and associated processes for applying for credit; the College's policies on my making changes to, or withdrawal from, any course offer I receive and my course enrolment; the College's Refund Policy; Course completion requirements - including criminal records and police and health check requirements where applicable; English language proficiency requirements; the College's Awards Issuance Policy; Academic and Non-Academic Grievances, Complaints and Appeals Policy and Procedures and Academic and Non-Academic Misconduct Policy and Procedures and related Principles of Procedural Fairness and College Code of Conduct.

I agree to be bound and abide by the policies, procedures and terms set out in the RIC Student Handbook, as amended from time to time, if I am accepted as a student at RIC.

I understand that some RIC courses require the completion of practical experience placements and that, if this is a requirement of my course, I will be required to complete all declarations, consents and checks required by law or otherwise reasonably required by RIC, including a Working With Children Check declaration and consent and criminal record checks. If I am unable to provide all required and satisfactorily completed declarations, consents and checks as and when requested by RIC, I will not be eligible to participate in practical experience placements and I understand that I will be unable to complete the course.

I understand that, if RIC is required by law or considers it appropriate for public policy reasons (including health and safety) to close any campus, RIC may require on-campus students to receive tuition via online delivery.

I understand that RIC reserves the right to vary courses, units, the mode of delivery, assessment and admission requirements at any time at its discretion.

I understand that RIC reserves the right to offer its courses subject to meeting minimum numbers and may cancel a course prior to commencement should the minimum number of enrolments not be met.

I acknowledge RIC places restrictions on program and institution transfers and that I may not be permitted to change my program or institution without permission.

Should I be found ineligible for admission to the course nominated on this form, **I authorise** RIC to assess my eligibility for another course or packaged pathway course (if available).

I accept that this application and supporting documentation become the property of RIC and are not returnable.

I understand that RIC collects the information on this form and during my enrolment in order to meet our obligations under the ESOS Act and the National Code of Practice for Providers of Education and Training to Overseas Students (2018); to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. RIC will disclose information about my admission, enrolment and academic progress in certain circumstances to the Australian Government and designated authorities and, if relevant, the TPS Director. I understand that in other instances information collected on this form or during my enrolment can be disclosed without my consent where authorised or required by law.

I am aware that as an enrolled student I must notify RIC of any change of contact details.

I declare that the information supplied on this application form and all supporting documentation is correct and complete, and that any supplementary application documents (personal statement, folio or additional requirements) are my own work. I understand RIC is relying on this declaration and agreement in making any decision regarding admission and that RIC may change any such decision if this declaration is false.

I understand that RIC reserves the right to inform other tertiary institutions and regulatory agencies if any of the material presented to support my application and enrolment is found to be false. I consent to receiving information electronically to my personal email address provided to the College and to a college specific email address assigned to me by RIC.

I acknowledge that I have read and accepted the terms of your Privacy Policy which can be found at <http://www.ric.edu.au>.

Applicants Signature	
Date	/ /