



## **Posting Enrolment Application – Checklist**

Please ensure you have completed and included the following before posting to us.

- **Enrolment Application is completed**
  - Ensure 'All Enrolling Students' section on Page 5 is completed
  - Ensure parents have signed Page 7
  - Consent Form and Data Collection: completed and signed by parents
- **Small Passport size photo of student**
- **Students Birth Certificate**
  - If student is born overseas, proof of residency is required (Australian/NZ Passport, Australia Citizenship Cert, VISA)
- **Parents proof of residency** (Only required if both parents are born overseas) (Australian/NZ Passport, Australia Citizenship Cert, VISA)
- **Proof of residential address** (Drivers Licence/Utility bill)
- **Student's Year 5, Semester Two report** (Can be obtained from the primary school if you do not have)
- **Student's Year 5 NAPLAN results** (Can be obtained from the primary school if you do not have)
- **Student's Immunisation record** (Can be obtained from mygov or photocopies from bluebook)
- **Student's Sacramental Certificates** (For Catholic students only)
- **Payment Slip for \$50 Non-refundable application fee**

The following are documents should also be submitted if necessary:

- Court Orders
- Medical Plans
- Learning Plans/Reports

**Original application MUST be received. Emailed applications cannot be accepted.**