

# Enrolment Process

## First Contact

- Face to face, phone or email enquiry
- Attend a tour of the College
- Attend an information session

Contact Us!



## Commence the Enrolment Process

- Application can be submitted by post, email or in person
- To ensure a timely enrolment process please include:
  - Application form, with \$150 application fee, per fee paying student \*
  - Child's birth certificate
  - Recent reports & relevant information



## Enrolment Consideration

- The College will review the application
- Further testing may be required for some students



## Enrolment Interview

- The College will contact you to arrange a suitable time
- You will meet with a Senior Staff member



## Securing a Placement

- The College will contact you to advise if a place is secured. If so,
  - Required forms are to be submitted
  - College will issue Enrolment Contract to be signed and submitted by you.

day 1

## Getting Ready for Day 1

- Registrar will arrange a start date with you
- You will receive an information letter and receipt
- Purchase uniforms and booklists

\*This fee will be credited to your fee account. This is non-refundable.