

# Ipswich Girls' Grammar School International Student Enrolment Form

## Student Information

Surname					
Given Names			Preferred Name		
Date of Birth			Status: Boarder, Day		
Proposed Year of Entry (e.g. 2025)			Proposed Year Level (e.g. Year 9)		
Language Spoken at Home			Other Language(s)		
Religion			Country of Birth		
Nationality					
Current School			Current Year Level		
Passport Number			Issue Date	Expiry Date	
Country of Issue					

## Visa Details

Do you have an Australian Visa?	<input type="checkbox"/> Yes <input type="checkbox"/> No				
If yes, specify type of visa + number (e.g. student, visitor, temporary, permanent resident)					
Type of Visa			Visa No.		

Please supply a copy of your passport and visa details (or proposed visa).

## Family Information

Home Address					
			Post Code		
Postal Address					
			Post Code		
Contact Number(s)					
Address in Australia (if applicable)					
			Post Code		
Do you have an existing Overseas Student Health Cover?	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Provider			Policy Number		
Expiry Date					

Please provide a copy of the policy confirmation note

## Office Use Only

Enrolment Form Received		Parent No.		Student No.	
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## Mother/Legal Guardian

Resides with student	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Full Name			
Occupation			
Employer			
Industry			
Home Address			
	Post Code		
Home Phone		Mobile Phone	
Email			
Religion			
Passport Number		Expiry Date	
Country of Issue			

## Father/Legal Guardian

Resides with student	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Full Name			
Occupation			
Employer			
Industry			
Home Address			
	Post Code		
Home Phone		Mobile Phone	
Email			
Religion			
Passport Number		Expiry Date	
Country of Issue			

## Living Arrangements

Student lives with	<input type="checkbox"/> Both parents <input type="checkbox"/> Mother only <input type="checkbox"/> Father only <input type="checkbox"/> Guardian <input type="checkbox"/> Mother/Father is deceased		
	<input type="checkbox"/> Shared arrangement ____% with Mother/Legal Guardian ____% with Father/Legal Guardian		
Who should the School communicate with regarding day to day matters?	<input type="checkbox"/> Mother only <input type="checkbox"/> Father only <input type="checkbox"/> Guardian		

Please attach copies of Family Court Orders or Protection Orders relating to the student. If parents are separated and there is no court orders, please attach written consent from biological parent in support of this application or a Statutory Declaration if written consent is not available.

## Emergency Contact

Emergency contact details (another person(s) the School can contact in emergency who can speak English if parents cannot be contacted or do not speak English.

Full Name			
Postal Address			
		Post Code	
Phone		Relationship to student	
Email			

## MCEECDYA Data

The following information is collected on behalf of the Ministerial Council for Education, Early Childhood Development and Youth Affairs (MCEECDYA) and is covered by the School's Privacy Policy.

Is your child of Aboriginal or Torres Strait Islander decent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	- if yes: <input type="checkbox"/> Aboriginal <input type="checkbox"/> Torres Strait Islander <input type="checkbox"/> Both
Was your child born in Australia?	<input type="checkbox"/> Yes <input type="checkbox"/> No - If no, what country?
Does your child only speak English at home?	<input type="checkbox"/> Yes <input type="checkbox"/> No - If no, what language?
Does the child's mother/legal guardian speak only English at home?	<input type="checkbox"/> Yes <input type="checkbox"/> No - If no, what language?
Does the child's father/legal guardian speak only English at home?	<input type="checkbox"/> Yes <input type="checkbox"/> No - If no, what language?

		Mother/Guardian	Father/Guardian
What is the highest year of primary or secondary school the parents/guardians have completed? <i>For persons who have not attended school, mark, Year 9 or equivalent or below.</i>	Year 12 or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
	Year 11 or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
	Year 10 or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
	Year 9 or equivalent or below	<input type="checkbox"/>	<input type="checkbox"/>
What is the level of the highest qualification the parents/guardians have completed?	Bachelor degree or above	<input type="checkbox"/>	<input type="checkbox"/>
	Advanced Diploma/Diploma	<input type="checkbox"/>	<input type="checkbox"/>
	Certificate I to IV (including trade certificate)	<input type="checkbox"/>	<input type="checkbox"/>
	No non-school qualification	<input type="checkbox"/>	<input type="checkbox"/>
What is the occupation group of parents/guardians? See next page for occupation groups. <i>If the person is not currently in paid work for the last 12 month, enter '8' in the appropriate group box.</i>	Group 1	<input type="checkbox"/>	<input type="checkbox"/>
	Group 2	<input type="checkbox"/>	<input type="checkbox"/>
	Group 3	<input type="checkbox"/>	<input type="checkbox"/>
	Group 4	<input type="checkbox"/>	<input type="checkbox"/>

## **MCEECDYA Data - Occupation Groups**

### **Group 1: Senior Management in large business organisation, government administration and defence, and qualified professionals.**

- Senior executive/manager/department head in industry, commerce, media or other large organisations
- Public service manager, Regional director, health/education/police/fire services administrator
- Other administrator: school principal, faculty head/dean, library/museum/gallery director, research facility director
- Defence forces - Commissioned Officer
- Professionals - Generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems and teach others.
  - Health, education, law, social welfare, engineering, science, computing professional
  - Business - management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer
  - Air/sea transport - aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller

### **Group 2: Other business managers, arts/media/sports persons and associate professionals**

- Owner/Manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business
- Specialist manager: finance/engineering/production/personnel/industrial relations/sales/marketing
- Financial services manager: bank branch manager, finance/investment/insurance broker, credit/loans officer
- Retail sales/service manager - shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency
- Arts/Media/Sports: musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sportsman/woman, coach, trainer, sports official
- Associate Professionals generally have diploma/technical qualifications and support managers and professionals. Health, education, law, social welfare, engineering, science, computing technician/associate professional business/administration – recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager defence forces– senior non-commissioned Officer

### **Group 3: Tradesmen/women, clerks and skilled office, sales and service staff**

- Tradesmen/Women generally have completed a 4-year Trade Certificate, usually by apprenticeship. All tradesmen/women are included in this group.
- Clerks: bookkeeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk
- Skilled office, sales and service staff
- Office secretary, personal assistant, desktop publishing operator, switchboard operator
  - Sales company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher
  - Service Aged/disabled/refugee/child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor

### **Group 4: Machine operators, hospitality staff, assistants, labourers and related workers**

- Drivers, mobile plant, production/processing machinery and other machinery operators
- Hospitality Staff: hotel service supervisor, receptionist, waiter, bar attendant, kitchen hand, porter, housekeeper
- Office assistants, sales assistants and other assistants
- Office – typist, word processing/data entry/business machine operator, receptionist, office assistant
  - Sales: Sales assistant, motor vehicle/caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker
  - Assistant/Aide: trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant
- Labourers and related workers
- Defence forces – ranks below senior NCO not included above
- Agriculture, horticulture, forestry, fishing, mining worker – farm overseer, shearer, wool/hide classer, miner, seafarer/fishing hand other worker – labourer, factory hand, store man, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor.

## Student English Details

How long has the student you been speaking English?	
Proposed place for ELICOS course	
When did the student complete their English Assessment?	
Please state which test was completed	

Please include a copy of the test results.

## Student Needs Profile

Consideration will be given to the ability of the School to meet the needs of the child. Parents must fully inform the School of any special needs of the child and the School reserves the right to determine its ability to meet those needs. **Where relevant information relating to the student's learning needs is not disclosed, the School will have the right to terminate this enrolment.**

Has the student ever had any of the following disabilities/difficulties?	<input type="checkbox"/> Yes <input type="checkbox"/> No - if yes, please tick the appropriate boxes
<input type="checkbox"/> Intellectual	<input type="checkbox"/> Autism/Asperger's
<input type="checkbox"/> Hearing	<input type="checkbox"/> Physical
<input type="checkbox"/> Vision	<input type="checkbox"/> Social/Emotional
<input type="checkbox"/> ADD/ADHD	<input type="checkbox"/> Dyslexia
<input type="checkbox"/> Learning Difficulty	<input type="checkbox"/> Non-verbal Learning Difficulty
<input type="checkbox"/> English as a Second Language (ESL)	<input type="checkbox"/> Special Medical Condition:
Do you have report/s from the above specialists(s)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have all reports (academic/specialist) been provided to the School?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your child have any social difficulties with other children?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide brief details	
Has behaviour management ever been an issue with your child in school setting?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide brief details	
If your child's special needs impact on them as a learner on classroom practices, e.g. preferential seating, use of FM/AM transmitter, etc., attach details and copies of any relevant reports.	
Please advise of any cultural conditions that apply to your child	
Please detail your child's sporting, cultural and/or social interests, including any Clubs or Associations she may belong to	

The School reserves the right to determine its ability to meet the needs of students with special needs.

## Other Family Members - who have attended, are attending or will be attending IGGS

Full Name			
Maiden Name			
Relationship to Student		Year of Leaving/Year Level	
Phone			
Email			

## Agency Details

Name of Agency			
Agent's Name			
Address			
	Post Code		
Phone			
Email			

## Application Fee

I/We enclose our payment of the \$AUD110 (including GST) Enrolment Application Fee. I/We understand this fee is to cover administrative costs and is not refundable irrespective of the outcome of this application.

<input type="checkbox"/> Bank Transfer - IGGS Bank Account Details:		Ipswich Girls' Grammar School Trust Fund Westpac Banking Corporation, Ipswich Branch BSB Number: (Branch Number): 034 189 Account Number: 00 0113 Swift Code: WPACAU2S Bank Reference: <b>Student Name</b>	
<input type="checkbox"/> Cash (payable in person)			
<input type="checkbox"/> Credit Card: <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard - NB: A merchant surcharge is applicable to all payments made by Credit Card			
Card Number			
Expiry Date		CCV	
Name of Cardholder		Date	
Signature of Cardholder			

## Declaration

I/We hereby agree to have the above named student enrolled at Ipswich Girls' Grammar School including Ipswich Junior Grammar School. I/We:

- understand we will be required to agree to the School's Conditions of Entry of Enrolment, if our child is subsequently offered a place at the School and we accept
- have declared all relevant information to our child and understand that failure to disclose any condition relevant to the School's ability to educate my child may result in cancellation of the enrolment
- have read the Fee Schedule, Fee Payment Policy, Refund Policy and all other International Policies as listed on our website: [www.iggs.qld.edu.au](http://www.iggs.qld.edu.au) and we understand and agree to accept them in full relation to the enrolment of our child
- have read the Code of Conduct for Students, also available on our website: [www.iggs.qld.edu.au](http://www.iggs.qld.edu.au) and accept them in full relation to the enrolment of our child and agree to co-operate with the School authorities in all matters of the School discipline
- understand that receipt of this Application by the School does not constitute admission or guarantee a place for our child.

*The signatures of both parents/legal guardians is required.*

Signature of Mother/Legal Guardian 1			
Full name of Mother/Legal Guardian 1		Date	
Signature of Father/Legal Guardian 2			
Full name of Father/Legal Guardian 2		Date	