

## Course Details

Course	
Term (Intake)	

## Personal Details

<b>1. Enter your full name</b> <i>*Please write the name that you used when you applied for your Unique Student Identifier (USI), including any middle names. If you do not yet have a USI and want Sydney English Academy to apply for a USI on your behalf, you must write your name, including any middle names, <b>exactly as written in the identity document</b> you choose to use for this purpose. See section on the USI at the end of this form for a detailed explanation.</i>										
Single name only <input type="checkbox"/> <i>(Tick this box if you have one name only that cannot be written in the following format. Write your single name in the 'Family name section).</i>										
Family Name (Surname)										
First given name										
Second given name (middle)										
<b>2. Date of Birth (DD/MM/YYYY)</b>										<b>3. Gender</b> <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other
<b>4. Enter your contact details</b>										
Email Address:										
Home phone:						Work phone:				
Mobile:										
Email address:										
Alternative email address (optional)										
<b>5. What is the address of your usual residence?</b> <i>Please provide the physical address (street number and name not post office box) where you usually reside rather than any temporary address at which you reside for training, work or other purposes before returning to your home. If you are from a rural area, use the address from your states or territory's 'rural property addressing' or 'numbering' system as your residential street address. Building/property name is the official place name or common usage name for an address site, including the name of a building, Aboriginal community, homestead, building complex, agricultural property, park, or unbounded address site.</i>										
Building/ property name										
Flat/unit details:						Street or Lot Number (e.g., 205 or Lot 118):				
Street name:										
Suburb, locality, or town:						State/territory:				
Postcode:						Country:				

What is your postal address? (if different from above)			
Building/ property name:			
Flat/unit details:		Street or Lot Number (e.g., 205 or Lot 118):	
Street name:			
Suburb, locality or town:		State/Territory:	
Postcode:		Country:	

## Language and cultural diversity

<b>6. In which country were you born?</b>
<input type="checkbox"/> Australia <input type="checkbox"/> Other, please specify:
<b>7. Do you speak a language other than English at home?</b> <i>If more than one language, indicate the one that is spoken most often.</i>
<input type="checkbox"/> No, English only <input type="checkbox"/> Yes, other, please specify:
<b>8. Are you of Aboriginal or Torres Strait Islander origin?</b> <i>(For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes)</i>
<input type="checkbox"/> No <input type="checkbox"/> Yes, Aboriginal <input type="checkbox"/> Yes, Torres Strait Islander

## Disability

<b>9. Do you consider yourself to have a disability, impairment, or long-term condition?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No – go to question 11
<b>10. If you indicated the presence of a disability, impairment, or long-term condition, please select the area(s) in the following list:</b> <i>You may indicate more than one area. Please refer to the <a href="#">Disability supplement</a> for an explanation of the following disabilities.</i>	
<input type="checkbox"/> Hearing/deaf <input type="checkbox"/> Learning <input type="checkbox"/> Vision	<input type="checkbox"/> Physical <input type="checkbox"/> Mental Illness <input type="checkbox"/> Medical Condition
<input type="checkbox"/> Intellectual <input type="checkbox"/> Acquired brain impairment <input type="checkbox"/> Other	

## Schooling

<b>11. What is your highest COMPLETED school level</b> <i>(Tick ONE box only)</i>	
<input type="checkbox"/> Year 12 or equivalent	<input type="checkbox"/> Year 11 or equivalent
<input type="checkbox"/> Year 9 or equivalent	<input type="checkbox"/> Year 8 or below
<input type="checkbox"/> Year 10 or equivalent	
<input type="checkbox"/> Never attended school <b>go to question 12</b>	
Please specify the year completed of your highest completed school level	
<b>12. Are you still enrolled in secondary or senior secondary education?</b>	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

## Previous qualifications achieved

<b>13. Have you SUCCESSFULLY completed any of the qualifications listed in question 14?</b>		<input type="checkbox"/> Yes					
		<input type="checkbox"/> No – go to question 15					
<b>14. If YES, please tick ANY applicable boxes.</b>							
A – Qualification has been completed in Australia							
E – Qualification has been completed overseas and recognised formally in Australia							
I – Qualification has been completed overseas but not recognised in Australia							
Qualification	A	E	I	Qualification	A	E	I
Bachelor's degree or higher degree	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certificate III (or trade certificate)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Advanced diploma or associate degree	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certificate II	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Diploma (or associate diploma)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certificate I	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Certificate IV (or advanced certificate/technician)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other education (including certificates or overseas qualifications not listed above)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Employment

<b>15. Of the following categories, which BEST describes your current employment status?</b> <i>(Tick ONE box only)</i>	
<i>For casual, seasonal, contract and shift work, use the current number of hours worked per week to determine whether full time (35 hours or more per week) or part-time employed (less than 35 hours per week).</i>	
<input type="checkbox"/> Full-time employee	<input type="checkbox"/> Employed – unpaid worker in a family business
<input type="checkbox"/> Part-time employee	<input type="checkbox"/> Unemployed – seeking full-time work
<input type="checkbox"/> Self-employed – not employing others	<input type="checkbox"/> Unemployed – seeking part-time work
<input type="checkbox"/> Self-employed – employing others	<input type="checkbox"/> Not employed – not seeking employment

## Study reason

**16. Of the following categories, select the one which BEST describes your main reason for undertaking this course/traineeship / apprenticeship? (Tick ONE box only)**

- |   |  |
|---|--|
| <input type="checkbox"/> To get a job                     | <input type="checkbox"/> It was a requirement of my job            |
| <input type="checkbox"/> To develop my existing business  | <input type="checkbox"/> I wanted extra skills for my job          |
| <input type="checkbox"/> To start my own business         | <input type="checkbox"/> To get into another course of study       |
| <input type="checkbox"/> To try for a different career    | <input type="checkbox"/> For personal interest or self-development |
| <input type="checkbox"/> To get a better job or promotion | <input type="checkbox"/> Other reasons                             |

## Other Questions

**17. How did you hear about our courses? (Tick ONE box only)**

- |   |  |
|---|--|
| <input type="checkbox"/> SEA Website            | <input type="checkbox"/> Family or Friend              |
| <input type="checkbox"/> Google Ads             | <input type="checkbox"/> Agent, <b>please specify:</b> |
| <input type="checkbox"/> Other, please specify: |  |

## Privacy Notice

### Why do we collect your personal information

As a CRICOS provider, we collect your personal information so we can process and manage your enrolment.

*Failure to provide your personal information, Sydney English Academy will not be able to enrol you as a student.*

### How we use your personal information

We use your personal information to enable us to deliver courses to you, and otherwise, as needed, to comply with our obligations as a CRICOS provider.

### Contact information

At any time, you may contact Sydney English Academy 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 **Sydney English Academy**

Shop21, 108 Bourke St, Melbourne VIC 3000

Email: [admissions@sea-english.edu.au](mailto:admissions@sea-english.edu.au)



# APPLICATION FORM

## Applicant declaration

By signing this form, I acknowledge that I have read and understood the information provided above. I also acknowledge that I have read the requirements to be accepted in the course(s), including English language proficiency, educational qualifications or work experience to the course.

I have read through Sydney English Academy website/marketing materials and am aware of all relevant information about the course(s) content, mode of study, duration, holidays, campus location and facilities, work-based training /placement (if applicable), training arrangements, assessment methods.

I agree to abide by the above terms and conditions and consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice above. The information and documents provided by me are true and correct in all respects.

Applicant Signature:		Date:	
Applicant Name:			

## Disability supplement

If you indicated the presence of a disability, impairment, or long-term condition, please select the area(s) in the following list:  
*Disability in this context does not include short-term disabling health conditions such as a fractured leg, influenza, or corrected physical conditions such as impaired vision managed by wearing glasses or lenses.*

### Hearing/deaf

Hearing impairment is used to refer to a person who has an acquired mild, moderate, severe or profound hearing loss after learning to speak, communicates orally and maximises residual hearing with the assistance of amplification. A person who is deaf has a severe or profound hearing loss from, at, or near birth and mainly relies upon vision to communicate, whether through lip reading, gestures, cued speech, finger spelling and/or sign language.

### Physical

A physical disability affects the mobility or dexterity of a person and may include a total or partial loss of a part of the body. A physical disability may have existed since birth or may be the result of an accident, illness, or injury suffered later in life; for example, amputation, arthritis, cerebral palsy, multiple sclerosis, muscular dystrophy, paraplegia, quadriplegia or post-polio syndrome.

### Intellectual

In general, the term 'intellectual disability' is used to refer to low general intellectual functioning and difficulties in adaptive behaviour, both of which conditions were manifested before the person reached the age of 18. It may result from infection before or after birth, trauma during birth, or illness.

### Learning

A general term that refers to a heterogeneous group of disorders manifested by significant difficulties in the acquisition and use of listening, speaking, reading, writing, reasoning, or mathematical abilities. These disorders are intrinsic to the individual, presumed to be due to central nervous system dysfunction, and may occur across the life span. Problems in self-regulatory behaviours, social perception, and social interaction may exist with learning disabilities but do not by themselves constitute a learning disability.

### Mental illness

Mental illness refers to a cluster of psychological and physiological symptoms that cause a person suffering or distress and which represent a departure from a person's usual pattern and level of functioning.

### Acquired brain impairment

Acquired brain impairment is injury to the brain that results in deterioration in cognitive, physical, emotional or independent functioning. Acquired brain impairment can occur as a result of trauma, hypoxia, infection, tumour, accidents, violence, substance abuse, degenerative neurological diseases or stroke. These impairments may be either temporary or permanent and cause partial or total disability or psychosocial maladjustment.

### Vision

This covers a partial loss of sight causing difficulties in seeing, up to and including blindness. This may be present from birth or acquired as a result of disease, illness or injury.

### Medical condition

Medical condition is a temporary or permanent condition that may be hereditary, genetically acquired or of unknown origin. The condition may not be obvious or readily identifiable yet may be mildly or severely debilitating and result in fluctuating levels of wellness and sickness, and/or periods of hospitalisation; for example, HIV/AIDS, cancer, chronic fatigue syndrome, Crohn's disease, cystic fibrosis, asthma or diabetes.

### Other

A disability, impairment or long-term condition which is not suitably described by one or several disability types in combination. Autism spectrum disorders are reported under this category.

## Document Checklist for Application

Document Title	Provided
Completed and signed Application Form	<input type="checkbox"/>
Copy of identification pages of your passport	<input type="checkbox"/>
Copy of current visa (if you are in Australia).	<input type="checkbox"/>
Certified copies of relevant academic records in your home country, such as high school or college/university certificates	<input type="checkbox"/>
Certified copies of relevant academic records in Australia, such as high school or college/university certificates (if relevant).	<input type="checkbox"/>
If you have completed an approved English language test such as IELTS, TOEFL or PTE, please submit the certificate. Sydney English Academy will verify your English language proficiency test score online	<input type="checkbox"/>
If you have undertaken the PTE Academic test, you must send the scores to Sydney English Academy on-line. No PDF versions of PTE Academic score can be accepted.	<input type="checkbox"/>
Completed Placement Test	<input type="checkbox"/>