



ST MARY'S COLLEGE

EST. 1869

APPLICATION FOR ENROLMENT

ST MARY'S COLLEGE

253 Franklin Street

Adelaide SA 5000

Telephone: (08) 8216 5700

E-mail: enrolments@stmaryscollege.catholic.edu.au

Website: www.stmaryscollege.catholic.edu.au

OFFICE USE ONLY

Enrolment Application Date Received / / Lodgement fee of \$75 paid YES / NO

PLEASE COMPLETE THE FORM USING **BLOCK LETTERS**

STUDENT DETAILS

First Name/s		Middle Name/s	
Surname		Date of Birth	/ /
To Commence	Calendar Year	Year Level	Term
Address			
Suburb		Post Code	
Home Language		Secondary Language	
Country of Birth		Ethnic Origin	
If born overseas, date of arrival	/ /	Date first enrolled in a school in Australia	/ /
If on a VISA in Australia, please provide details	Type	No#	
Aboriginal or Torres Strait Islander (Please Circle)	NO	YES, Both	YES, Aboriginal YES, Torres Strait Islander
Religion		Present Parish	

SACRAMENTS

Baptism Parish		Date of: / /
Confirmation Parish		Date of: / /
Reconciliation Parish		Date of: / /
Eucharist Parish		Date of: / /

EDUCATION Please list the child's history of Schools & Preschools up to present time

Name of School	Date Started	Date Left
1	/ /	/ /
2	/ /	/ /
3	/ /	/ /

FAMILY Please list the child's siblings

Full Name	F/M	Date of Birth	Current School	Year Level
		/ /		
		/ /		
		/ /		
		/ /		

SPECIAL NEEDS AND CONSIDERATIONS (Please circle)

If YES to any of the below questions, please give details using any attachments if necessary

Does your child have any special achievements, talents?	YES	NO	
Does your child have any learning problems?	YES	NO	
Has your child attended any specialised agencies, special Schools, units/ centres?	YES	NO	
Does your child have any special needs considerations? (Disabilities, impediments, allergies, physical restrictions)	YES	NO	
Does your child require any special provisions to be made by the School? (ie, medication, disabled access, etc?)	YES	NO	
Does your child have any infectious diseases?	YES	NO	
Does child reside with Parent/ Guardian 1? (Please circle)	YES, Full Time	YES, Part Time	NO
Does child reside with Parent/ Guardian 2? (Please circle)	YES, Full Time	YES, Part Time	NO
Is there a Family Court or other relevant Court Order applicable? If YES, please provide a copy of that order to the College	YES	NO	
Please specify any details regarding custody (ie Restricted Access, etc::			

Please state your reasons for choosing this Catholic school for your child's education.

PARENT/ GUARDIAN 1 Please complete the below fields for the first enrolling parent/ guardian

Title (Please Circle)	Mr Mrs Ms Miss Dr	Relationship to Child	
First Name/s		Preferred Name	
Middle Name/s		Surname	
Mobile Number	Home	Work	
Email Address			
Residential Address			
Suburb		Post Code	
Occupation		Current Employer	
If not employed, do you receive a Government benefit?	YES		NO
Country of Birth		Ethnic Origin	
Religion		Date of Arrival in Australia, if born overseas	/ /
Residential Status (Please Circle)	AUSTRALIAN CITIZEN	PERMANENT RESIDENT	TEMPORARY RESIDENT
Home Language		Secondary Language	
Are you an Old Scholar of St Mary's?	YES	NO	From: / / To: / /
Maiden Name, if married since			
SCHOOL EDUCATION OF PARENT/ GUARDIAN 1 For the purpose of Government Data requirements, what is the highest year of Primary or Secondary School Parent 1 has completed? Please mark 1 box Year 12 or equivalent <input type="checkbox"/> Year 11 or equivalent <input type="checkbox"/> Year 10 or equivalent <input type="checkbox"/> Year 9 or equivalent or below <input type="checkbox"/>		FURTHER EDUCATION OF PARENT/ GUARDIAN 1 For the purpose of Government Data requirements, what Non-School Education has Parent 1 completed? Please mark 1 box Bachelor Degree or above <input type="checkbox"/> Advanced Diploma or Diploma <input type="checkbox"/> Certificate I to IV (incl Trade Cert) <input type="checkbox"/> No Non-School qualification <input type="checkbox"/>	

PARENT/ GUARDIAN 2 Please complete the below fields for the second enrolling parent/ guardian

Title (Please Circle)	Mr Mrs Ms Miss Dr	Relationship to Child	
First Name/s		Preferred Name	
Middle Name/s		Surname	
Mobile Number	Home	Work	
Email Address			
Residential Address			
Suburb		Post Code	
Occupation		Current Employer	
If not employed, do you receive a Government benefit?	YES		NO
Country of Birth		Ethnic Origin	
Religion		Date of Arrival in Australia, if born overseas	/ /
Residential Status (Please Circle)	AUSTRALIAN CITIZEN	PERMANENT RESIDENT	TEMPORARY RESIDENT
Home Language		Secondary Language	
Are you an Old Scholar of St Mary's?	YES	NO	From: / / To: / /
Maiden Name, if married since			
SCHOOL EDUCATION OF PARENT/ GUARDIAN 2 For the purpose of Government Data requirements, what is the highest year of Primary or Secondary School Parent 1 has completed? Please mark 1 box Year 12 or equivalent <input type="checkbox"/> Year 11 or equivalent <input type="checkbox"/> Year 10 or equivalent <input type="checkbox"/> Year 9 or equivalent or below <input type="checkbox"/>		FURTHER EDUCATION OF PARENT/ GUARDIAN 2 For the purpose of Government Data requirements, what Non-School Education has Parent 1 completed? Please mark 1 box Bachelor Degree or above <input type="checkbox"/> Advanced Diploma or Diploma <input type="checkbox"/> Certificate I to IV (incl Trade Cert) <input type="checkbox"/> No Non-School qualification <input type="checkbox"/>	

Parent/ Guardian 1

Parent/ Guardian 2

Name (Print) _____

Signature _____

Date _____

RELEASE OF INFORMATION

1. St Mary's College respects the privacy of personal and sensitive information regarding your family. The College collects personal information, including sensitive information about the student and parent(s) or guardian(s) before and during the course of a student's enrolment at the College. The primary purpose of collecting this information is to enable the College to provide schooling for your child.
2. In situations where parents are separated, it is the policy of the College to release school reports to the mother and father of the student upon request. It is also our policy to allow both mother and father to attend parent/teacher interviews upon request. However, the College will abide by any court orders which prevent the release of such information.
3. Some of the information the College collects is to satisfy the College's legal obligations, particularly to enable the College to discharge its duty of care.
4. Health information about students is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We may ask you to provide medical information or medical reports about your child from time to time.
5. The College from time to time discloses personal and sensitive information to others for administrative and educational purposes. This includes to other Catholic schools, government departments, South Australian Commission for Catholic Schools, Catholic Education Offices, local parish, medical practitioners and people providing services to the College including specialist visiting Consultants and Advisers from the Catholic Education Offices, sports coaches and volunteers.
6. In the event of default of payment of fees, the College may refer the default to a debt collection agency. If this occurs, personal information will be disclosed to the agency and you will be responsible for the collection costs.
7. The College from time to time is required to disclose personal and sensitive information in order to comply with the law or to report matters to the relevant persons or authorities.
8. If we do not obtain the information referred to above, we may not be able to enrol or continue the enrolment of your child.
9. Personal information collected from students is regularly disclosed to their parents or guardians. On occasions information such as academic and sporting achievements, student activities and other news is published in the College newsletter, magazine and our website.
10. Parents or guardians may seek access to personal information collected about them and their child by contacting the College. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the College's duty of care to the student, or where students have provided information in confidence.
11. As you may know the College from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. We will not disclose your personal information to third parties for their own fundraising purposes without your consent.
12. If you provide the College with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the College and why, that they can access that information if they wish and that the College does not usually disclose the information to third parties.

PARENT/ GUARDIAN DECLARATION

1. In enrolling my child at this school I/we accept that she will be educated in the Catholic faith within a Christian educational environment.
2. I/we accept that support of school staff and cooperation concerning school activities is essential.
3. I/we accept that we will abide by school policies as amended from time to time.
4. I/we accept that participation in camps is compulsory and that membership in school sporting teams is desirable.
5. I/we accept that the College reserves the right to engage in restorative practice for serious or continued breaches of school rules, regulations and/or policies.
6. I/we accept the standards the College sets regarding grooming, uniform and personal presentation.
7. I/we accept responsibility for the payment of tuition fees and other costs associated with the education of my/our child as determined and amended from time to time by the College (except where exemptions/remissions have been sought and granted).
8. I/we give consent for the College to contact any other Catholic school which my child has previously attended for the purpose of ascertaining my/our fee paying record.
9. I/we accept that the College does not accept liability for damage or loss of any personal possessions of students and that insurance for student's personal possessions is my responsibility.
10. I/we agree to pay all expenses incurred in pursuing recovery of overdue amounts from me/us, including (but not limited to) legal fees, location administrative costs and any fees payable to debt recovery consultants.

I acknowledge and accept all of the terms and conditions of the Release of Information (clauses 1-12) and Parent/Guardian Declaration (clauses 1-10). I also declare that all of the information provided in this application is, to the best of my/our knowledge, true.

PLEASE NOTE: BOTH enrolling Parents/ Guardians **MUST** sign this Application Form when lodging the application for Enrolment, unless Sole enrolling Parent. In the instance enrolment is accepted for the child on this application, the Parent/s or Guardian/s signing this form will be responsible for the letter of acceptance. If applicants accept an offer of enrolment, the terms and conditions detailed in this *Application for Enrolment* are incorporated in the Enrolment Contract.

NON-REFUNDABLE ENROLMENT LODGEMENT FEE \$75.00 (per application)

I hereby authorise St Mary's College to draw the amount of \$.....

on my Mastercard [] Visa [] Expiry date:.....

Cardholder's name:

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Authorised signature of Cardholder: Date:.....