



**ST MARY'S
COLLEGE**

EST. 1869

ENROLMENT APPLICATION FORM



EMPOWERED YOUNG WOMEN

Student Details

Given Names		Preferred Name	
Surname		Date of Birth	
Home Address			
Suburb		Post Code	
Student to commence: Calendar Year		Year Level	Term
Religion:			
Country of Birth		Nationality	
Languages spoken at home		If on a Visa: Type	Number
Is the student Aboriginal or Torres Strait Islander? <input type="radio"/> No <input type="radio"/> Aboriginal <input type="radio"/> Torres Strait Islander <input type="radio"/> Both			

Sacraments *Please list the Parish for the below sacraments (if applicable)*

Baptism	Date
Confirmation	Date
Reconciliation	Date
Eucharist	Date

Education *Please list the student's history of schools and preschools up to present time*

Name of School	Date started	Date left
Name of School	Date started	Date left
Name of School	Date started	Date left

Family *Please list the student's siblings*

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

Special Needs and Considerations *If yes to any of the below questions, please provide details via any necessary attachments.*

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? (i.e. medication, disabled access)	Yes / No
Does your child have any infectious diseases?	Yes / No

Details of Parents/Guardians

Parent/Guardian 1

Title _____

Surname _____

Given Names _____

Mobile Number _____

Work Phone Number _____

Email Address _____

Home Address _____

Suburb _____ Post Code _____

Occupation _____

If not employed, do you receive a government benefit? Y / N _____

Religion _____

Country of Birth _____

Nationality _____

Languages spoken at home _____

Residential status (if not Australian) _____

Years attended (if an Old Scholar) _____

Maiden Name, if married since _____

Relationship to Guardian 2 _____

Does the child reside with Parent/Guardian 1? Y / N _____

School Education of Parent/Guardian 1

For Government Data requirements, what is the highest year of Primary or Secondary School completed? (please tick)

- Year 12 or equivalent
- Year 11 or equivalent
- Year 10 or equivalent
- Year 9 or equivalent

Further Education of Parent/Guardian 1

For Government Data requirements, what Non-School Education has Parent/Guardian 1 completed? (please tick)

- Bachelor's degree or above
- Advanced Diploma or Diploma
- Certificate I to IV (incl Trade Cert)
- No Non-School qualification

Parent/Guardian 2

Title _____

Surname _____

Given Names _____

Mobile Number _____

Work Phone Number _____

Email Address _____

Home Address _____

Suburb _____ Post Code _____

Occupation _____

If not employed, do you receive a government benefit? Y / N _____

Religion _____

Country of Birth _____

Nationality _____

Languages spoken at home _____

Residential status (if not Australian) _____

Years attended (if an Old Scholar) _____

Maiden Name, if married since _____

Relationship to Guardian 1 _____

Does the child reside with Parent/Guardian 2? Y / N _____

School Education of Parent/Guardian 2

For Government Data requirements, what is the highest year of Primary or Secondary School completed? (please tick)

- Year 12 or equivalent
- Year 11 or equivalent
- Year 10 or equivalent
- Year 9 or equivalent

Further Education of Parent/Guardian 2

For Government Data requirements, what Non-School Education has Parent/Guardian 2 completed? (please tick)

- Bachelor's degree or above
- Advanced Diploma or Diploma
- Certificate I to IV (incl Trade Cert)
- No Non-School qualification

Is there a Family Court or other relevant Court Order Applicable? (If 'Yes', please provide a copy of that order) Yes / No _____

Please specify any details regarding custody (i.e., Restricted Access, etc) _____

Reasons for Application

Please state your reasons for choosing St Mary's College for your child's education

What has prompted you to enrol at St Mary's College?

- Reputation of the School
- Single sex education
- Old scholar or family connection
- Opportunities and programs
- Academic excellence
- College Tour
- Other (please specify)

How did you learn about St Mary's College?

- Current St Mary's College parent
- Family/friends
- St Mary's College old scholar
- Advertisements
- Social Media
- Profile in the community
- Other (please specify)

Media Consent

I give permission for my child's image to appear in St Mary's College and Catholic Education South Australia (CESA) digital and printed media including social media, the College newsletter, website, and promotional material. Please note that answering "no" will not preclude your child from appearing in the College Yearbook. (Please tick)

- Yes No

Application Documentation Required

Please provide a copy of the following documentation with your application	OFFICE USE ONLY
Birth Certificate of Child	<input type="radio"/> Yes
School Report (most recent)	<input type="radio"/> Yes
NAPLAN Report (most recent and if applicable)	<input type="radio"/> Yes
Religious documents (e.g. Confirmation certificate)	<input type="radio"/> Yes
Specialist reports (e.d. Psychological Assessment, Occupation Therapy, etc)	<input type="radio"/> Yes
Lodgement fee of \$75.00 paid	<input type="radio"/> Yes
Enrolment Application Date Received	/ /

Non-Refundable Enrolment Application Fee \$75.00 (per application)

I hereby authorise St Mary's College to draw the amount of \$75.00 using the following details:

Please charge my Mastercard Visa

Card Number ____/____/____/____ CVV Number ____ Expiry Date __/__/__

Cardholder's Name _____

Cardholder's Signature _____ Date / /

Privacy Collection Notice

1. St Mary's College collects personal information, including sensitive information about students and parent(s)/caregiver(s) before and during the course of a student's enrolment at the College. This may be in writing or in the course of conversations. The primary purpose of collecting this information is to enable the College to provide schooling to students and to enable the students to take part in the activities of the College.
2. Some of the information we collect is to satisfy the College's legal obligations, particularly to enable the College to discharge its duty of care.
3. Laws governing or relating to the operation of a College require certain information to be collected and disclosed. These include relevant Education Acts, and Public Health and Child Protection laws.
4. Health information about students is sensitive information within the terms of the Australian Privacy Principles under the Privacy Act 1988. We may ask you to provide medical information and reports about students from time to time.
5. The College, as required by law or as appropriate to discharge its duties, may disclose personal and sensitive information for educational, administrative and support purposes to other schools, government departments, educational authorities, medical practitioners, and people and organisations providing educational, support, health, administrative and financial services to the College.
6. Personal information collected from students is regularly disclosed to their parent(s)/caregiver(s).
7. The College may store personal information online, which may mean that it resides on servers that are situated in and outside Australia.
8. The College Privacy Statement sets out how parents or students may seek access to personal information which the College has collected and holds. However, access may be refused in certain circumstances such as 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.
9. The College Grievance Policy sets out how parent/caregiver(s) and student(s) can register a complaint about a breach of privacy and how the College will handle such a complaint.
10. The College may engage 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 private marketing purposes (separate to that of the College) without your consent.
11. On occasions, information including photographs and videos about academic and sporting achievements, student activities and similar news are published in College newsletters, magazines, social media platforms, or the College website. The College will obtain permissions from the parent.
12. We may include students' and parents' contact details in class lists and the College directory.
13. 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.
14. In situations where parents/caregivers are separated, it is the policy of the College to release school reports to both parent/caregiver of the student upon request. It is also our policy to allow both parents to attend parent/teacher/student interviews upon request, unless the release of such information is prevented by a Court Order.

Parent/Guardian Declaration

1. In enrolling my child at this school, I/we accept that she will be educated in the Catholic faith in the Dominican tradition within a Christian educational environment.
2. I/we accept that it is essential to support College staff and cooperate in College activities.
3. I/we accept that we will abide by school policies as amended from time to time.
4. I/we agree to abide by the Parent Code of Conduct as amended from time to time.
5. I/we accept the standards the College sets regarding grooming, uniform, and personal presentation.
6. I/we agree to be bound by the Terms and Conditions of Enrolment at St Mary's College.
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.
11. I/we agree that we are jointly and severally liable for the payment of fees.
12. I/we accept that this contract will continue beyond the first year of enrolment until my child graduates.

I acknowledge and accept all the terms and conditions of the Privacy Collection Notice and Parent/Guardian Declaration. I also declare that all 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.

Parent/Guardian 1

Name (Print) _____

Signature _____

Date / / _____

Parent/Guardian 2

Name (Print) _____

Signature _____

Date / / _____