

## Student Check List

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Once you have selected a study plan, you can click on the links supplied on the '[How to enrol](#)' main page and submit your application on-line OR print off our PDF version and complete the form manually.

Please ensure that **all** requested information is provided to the college, including your visa details and course dates. If you are an international student please ensure your arrival times and accommodation options are also completed.

- Please read our **terms and conditions** prior to completing your enrolment form (all terms and conditions for all courses are available on '[How to enrol](#)' main page
- Check if the course you have selected has any **Entry Requirements**. You will need to **provide evidence** of your current English level for all **Academic or Exam-based** courses. Entry requirements are stated on all course information pages on the site.
- If you are unable to provide evidence of your current English level, the college will arrange for you to complete an **Entrance Test**. For offshore applicants an Entrance Test can be emailed or faxed to you along with the instructions for completing the test under 'exam conditions' to ensure accurate results.
- Long-term students will need to apply for a **Student Visa** . Please ensure you are aware of the regulations accompanying this type of visa. If applying for a Student Visa you will need to **pay all course fees** in advance or a minimum of 25% deposit prior to receiving your **ECOE** for immigration. For full terms and conditions and information on applying for a student visa, please visit [www.immi.gov.au](http://www.immi.gov.au)
- Student Visa student enrolments will include required **Health insurance (OSHC)** unless otherwise advised.

For manual enrolments: Please print a copy of our enrolment form, complete the form, sign and post or fax it to the college to our Student Services Department.

OR

Click on 'How to enrol' and complete our enrolment form on-line. Once all information is complete, click the 'submit' button and a copy of your form will be sent directly to our Student Services Department.

Once the college receives the form, we will reserve a place for you in the course and provide you with a 'Student Invoice' and a 'Letter of Confirmation'.

You may also apply for other services provided by the college such as Airport pick up and Accommodation. Please use application forms provided or add this information to your on-line application, this will assist the college in meeting your requests.

An **Orientation Programme** will be included on the first day, including a tour of the college, its surrounding facilities and a college/course information session. For General English students or students unable to complete an Entrance Test prior to arrival, your orientation will include a class Placement Test to assess your current English level. You should bring your passport and a passport-sized photo for your student identification card.

Should you wish to read a copy of our college **Student Handbook** with all college and course information before completing your application form, please click the link on our 'How to enrol' page for our PDF version.

Further information on studying/living in Perth can be found under our '[About Perth](#)' page.