



# BRISBANE PROFESSIONAL COLLEGE

Tel: 3832 0102

E: [admissions@bpc.edu.au](mailto:admissions@bpc.edu.au)

## Application for Student Enrolment (Domestic)

### Student Information

<b>Family Name:</b>			<b>Given Name:</b>		<b>Title:</b>	
<b>Middle Name:</b>			<b>Preferred Name:</b>			
<b>Nationality:</b>			<b>Country of Birth:</b>			
<b>Gender:</b>	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<b>Date of Birth:</b>			
<b>USI Number:</b>			<b>Centrelink Number:</b>			
<b>Job Seeker Number:</b>			<b>Language other than English spoken at home:</b>			
<b>Indigenous Status:</b>	Torres Strait Islander <input type="checkbox"/>		Aboriginal <input type="checkbox"/>			
	Aboriginal and Torres Strait Islander <input type="checkbox"/>		Neither <input type="checkbox"/>			
<b>Disability:</b>	No <input type="checkbox"/> Yes <input type="checkbox"/> (Please Specify)					
<b>Telephone Number:</b>			<b>Mobile Number:</b>			
<b>Email Address:</b>						
<b>Residential Address:</b>	<b>Building Name:</b>			<b>Unit Number:</b>		
	<b>Street Number:</b>		<b>Street Name:</b>			
	<b>Suburb:</b>			<b>Postcode:</b>		
<b>Postal Address:</b>						



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### Employment Details

<b>Employment Status:</b>	Full time employee <input type="checkbox"/> Part time employee <input type="checkbox"/> Self-employed <input type="checkbox"/> Unemployed <input type="checkbox"/>
<b>Employer Details:</b> (Business name and Address)	
<b>Employer Contact:</b>	

### Emergency Contact

<b>Family Name:</b>	
<b>Given Name:</b>	
<b>Relationship to Student:</b>	
<b>Telephone Number:</b>	
<b>Address:</b>	

### English Proficiency

<b>Have you Completed any English Test:</b>	<b>Yes</b> <input type="checkbox"/> Please Supply a Certified copy.	<b>No</b> <input type="checkbox"/> Please complete the information below.
<b>How well do you Speak English</b>	<b>Poor</b> <input type="checkbox"/> <b>Average</b> <input type="checkbox"/> <b>Good</b> <input type="checkbox"/> <b>Excellent</b> <input type="checkbox"/>	
<b>How well do you Understand English</b>	<b>Poor</b> <input type="checkbox"/> <b>Average</b> <input type="checkbox"/> <b>Good</b> <input type="checkbox"/> <b>Excellent</b> <input type="checkbox"/>	
<b>How well do you Write English</b>	<b>Poor</b> <input type="checkbox"/> <b>Average</b> <input type="checkbox"/> <b>Good</b> <input type="checkbox"/> <b>Excellent</b> <input type="checkbox"/>	
<b>How well do you Read English</b>	<b>Poor</b> <input type="checkbox"/> <b>Average</b> <input type="checkbox"/> <b>Good</b> <input type="checkbox"/> <b>Excellent</b> <input type="checkbox"/>	



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### Course Details (Please select the course you want to enrol)

Qualification	
BSB50215 (Diploma of Business)	<input type="checkbox"/>
BSB60215 (Advance Diploma of Business)	<input type="checkbox"/>
BSB51915 (Diploma of Leadership and Management)	<input type="checkbox"/>
AUR30616 (Cert III in Light Vehicle Mechanical Technology)	<input type="checkbox"/>

### Previous Qualifications (Please attach certified copies of Qualifications in English or accompanied by a translated Statutory Declaration)

Qualification	Name of Issuing Authority	Year of Completion
Year 10 or equivalent		
Year 12 or Equivalent		
Diploma or Equivalent		
Degree or Equivalent		
Other		

### How did you find about College

Friend <input type="checkbox"/>	Website <input type="checkbox"/>	Facebook <input type="checkbox"/>	Other <input type="checkbox"/> (please specify)
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### Reason for Study

Qualification			
To get a Job:	<input type="checkbox"/>	To start my own business:	<input type="checkbox"/>
To get a job promotion:	<input type="checkbox"/>	To develop my existing business:	<input type="checkbox"/>
To develop my skills:	<input type="checkbox"/>	To change my career:	<input type="checkbox"/>
Other (Please Explain)	<input type="checkbox"/>		

### Payment Details

Payment can be made via Bank Transfer or via credit card					
Account Name		Brisbane Professional College Pty Ltd			
Enrolment Fee \$300 (non-refundable) – please use surname as reference					
Bank	Bendigo Bank	BSB	633 000	Account Number	156 193 856



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### Student Declaration

<p><b>Declaration:</b></p>	<p><b>STUDENT INDEMNITY AGREEMENT</b></p> <p><b>IN CONSIDERATION</b> of the Organiser permitting me to participate in the training course I agree with it as follows:</p> <p>1. I <b>UNDERSTAND</b> that participating in any type of training or course or activity may be present varying forms of <b>RISK</b> and possible hazards and I voluntarily <b>ACCEPT</b> the risk of damage consequent upon or arising from my entry as a student, and the use of the Organiser's facilities.</p> <p>2. I <b>WILL NOT SUE</b> the Organisers for any negligence, tort, breach of contractual or any other legal or equitable rights howsoever caused, and this indemnity will extend to and include any damage arising from my participation in a training course and from my use of the Organiser's facilities and I <b>INDEMNIFY</b> the Organisers in respect of the same.</p> <p>3. I <b>WILL</b> abide by the Rules and Regulations of the Organisers as to the training and to the use of the Organiser's facilities and the directions of the Organiser's officials including the right to terminate or cancel my training and the use of the Organiser's facilities at any time and for any reason.</p> <p>4. <b>THE PERSONAL INFORMATION</b> I have supplied to the Organiser regarding my qualifications, experience and any other matter associated with the training is true and correct and I have <b>READ AND UNDERSTOOD</b> all of the clauses of this agreement before accepting the same and before my use of the Organiser's facilities or before any participation in training.</p> <p>5. <b>IN THIS AGREEMENT</b> the following words shall respectively mean:</p> <p><b>"The Student"</b> - the person named as such on this application form on this paper over the page.</p> <p><b>"The Organiser"</b> – Brisbane Professional College (any campus or organisation associated with a Brisbane Professional College school, Registered Training Organisation or company), Brisbane Professional College and any teachers, lecturers, instructors, directors, officers, managers, advisors, employees, agents, licensees, subcontractors, subsidiaries, holding companies, associates and assignees, or any person associated with the company in any way; the course participation venue, company in control of the venue or any company or person authorising the use of the training venue, its directors, officers, managers, advisors, employees, agents, licensees, subcontractors, subsidiaries, holding companies, associates and assignees or any person or company associated with the company or person in any way.</p> <p><b>"The Organiser's facilities"</b> - the land and buildings associated with any training or any part of the training, training resources, accommodation or training venue.</p> <p><b>"use of the Organiser's facilities"</b> - the use by the student or his / her attempted use of the Organiser's facilities whether such use or access is in breach of this agreement or the Organiser's Rules and Regulations or authorised or otherwise and whether intended to be so used or not.</p> <p><b>"damage"</b> - all loss or damage, costs or expenses, whether direct or indirect flowing from any legal liability, claim, demand, right of action, proceedings or judgment of whatever nature and whether arising at law or in equity and whether suffered to the person or property of the Organiser, the Student, or any other person or corporation and whether arising out of or consequent upon the negligence of the Organiser, the Student or otherwise.</p> <p><b>"Rules and Regulations"</b> - the Rules and Regulations are the Rules and Regulations relating to any Training which is available from the Organiser, and includes all amendments or alterations to the Rules and Regulations made from time to time.</p> <p>I have read and understood the Student Indemnity Agreement (above).</p>		
<p><b>Student Signature:</b></p>		<p><b>Date:</b></p>	



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### Office Use Only

#### Enrolment Approval

<b>Student Liaison Officer Name</b>			
<b>Signature</b>		<b>Date:</b>	

<b>Enrolment Checklist</b>	<b>Yes</b>	<b>No</b>
Is the Student Enrolment Application Form fully completed and signed?		
Is the Applicant 18 years of age or older (if not, application can't be approved)		
Certified copies of any personal identification and previous qualifications received?		
Has the \$300 Enrolment Application fee been received?		
Is a course vacancy available for the Student?		
Pre enrolment questionnaire completed?		
Has the Student Liaison Officer approved the application?		
If the admission has been approved, register the Student in Job Ready		
Invoice for fees created and provided to Student		
Fees received.		
Prepare Orientation Pack and Course Materials		
Student record file created and completed		
<b>Staff Name</b>		
<b>Staff Signature</b>		<b>Date:</b>