QUALITY TRAINING & HOSPITALITY COLLEGE

INTERNATIONAL STUDENT APPLICATION FORM 2020

An application form must be completed to apply to study in any courses. Please read through the Overseas Student Pre-Enrolment Handbook on our website before submitting an application.

ENTRY REQUIREMENTS

1. All applicants must be **18 years** or over at commencement of the course.
2. The applicants first language is English; or the applicant has successfully completed an Australian Year 12 program; or successfully completed an English language course and achieve a language proficiency equivalant to IELTS 5.5 or higher; or hold an overall IELTS band score of at least 5.5 (Academic or General); or a TOEFL iBT test score between 46-59 or a score of 45 or higher in the Pearson Test of English.
3. Minimum completion of **Year 12** in Australia and/or international equivalent.

APPLICATIONS

- **Complete this Application Form in its entirety.**
- Provide a copy of your current passport (and a copy of your Australian Visa if you are already in Australia).
- Provide documentation of relevant qualifications as appropriate to the application (refer to Document Checklist).
- Provide proof of current level English (i.e. official test results **or arrange for an English Interview with Quality Trainging & Hospitality College (QTHC)**. Please refer to Document Checklist.

APPLICATION ASSESSMENT

- The Admissions team will assess each application and may request additional documents such as: Statement of Purpose, additional questions , financial documentations or any other information that may relate to your application.

OFFER

- Once QTHC has approved an application, the applicant is required to pay a non-refundable $AUD150 application fee.
- After QTHC receives evidence of $AUD150 application fee, the successful applicant will be issued with a Letter of Offer and their 1st semester invoice.
- Please ensure that the applicants understand the terms and conditions on the Letter of Offer and arrange **payment for the invoice.**

ACCEPTANCE

- Applicants understand, have read through all the details and signed the acceptance form.
- Return the form together with evidence of payment to QTHC.
- QTHC will issue the Confirmation of Enrolment (CoE) for your student visa application.
- Attend orientation session at commencement at Quality Training & Hospitality College.

DOCUMENT CHECKLIST

1. APPLICATION FORM

- Completed all sections
- Signed student declarations
- Signed parent/guardian declarations (if under 18 years of age)
- Ensure you have read, understood and agree to comply to the terms and conditions of enrolment

2. PASSPORT

- Copy of identification pages of your passport
- Copy of current visa (if you are in Australia)

3. ACADEMIC DOCUMENTS

- Certified copies of relevant academic records in your home country, such as high school or college/university graduation certificates
- Certified copies of relevant academic records in Australia, such as high school or college/university graduation certificates (if relevant)

4. ENGLISH EVIDENCE

- Copy of enrolment in any course (other than English language course) if you are undertaking the course in Australia
- If you have completed English in Australia, a certified copy of your English language certificate
- If you have completed an IELTS, TOEFL or PTE, please provide the test report. QTHC will verify your test score online
- If you are studying English in Australia prior to course commencement, you have attached a copy of the English language course Offer Letter and the CoE from the English language centre

5. OTHER REQUIRED DOCUMENTS

- For students currently in Australia, a copy of Overseas Student Health Cover card
- Certified copies of work references (if relevant)
- Other documents (if requested by QTHC)

6. BEFORE ARRIVAL

- Check details of study and life in Sydney **www.study.sydney** or...
- Check details of study and life in Adelaide **www.studyadelaide.com**

PART 1A : PERSONAL DETAILS

Office Use Only

Please tick the appropriate title box MR MRS MISS MS OTHER

Family name

Given names

Preferred name

Date of Birth DD /MM /YYYY

Nationality/Country of Birth

Mobile number Email address

Home Phone (current residential address)

Contact and residential information in home country

Address

Country Contact phone number

Emergency contact in home country

Name Relationship to student

Contact phone number

Current residential address in Australia (if currently in Australia)

Street Address Suburb

State Post Code Contact phone number

Emergency contact in Australia

Name Relationship to student

Street Address Suburb

State Post Code Contact phone number

Email address

PART 1B : VISA INFORMATION

Please attach applicable documents

Office Use Only

Passport number Expiry Date DD /MM /YYYY

Issuing country

Are you currently in Australia? YES NO *If NO go to PART ONE (D)*

If YES state your visa type, visa subclass and expiry date below...

Visa type Subclass no.

Expiry Date DD /MM /YYYY

Are you in the process of applying for any other type of visa? YES NO

If YES what is the visa type you have applied for?

Date of application DD /MM /YYYY

PART 1C : OVERSEAS STUDENT HEALTH COVER

Please attach applicable documents

Office Use Only

If you are already in Australia fill in the details below...

Do you have OSHC? YES NO

OSHC provider name

OSHC number Expiry Date DD /MM /YYYY

PART 1D : EDUCATION HISTORY

Office Use Only

Have you completed High School? NO YES

Please attach applicable documents (including academic transcripts translated in English).

If YES, where...

Name of institution

Country

Do you hold any other qualifications? NO YES

Please list and include any tertiary qualifications below...

International (1)

International (2)

Australian (1)

Australian (2)

Name of last educational establishment attended

Country

PART 1E : ENGLISH LANGUAGE PROFICIENCY

Office Use Only

Please tick the appropriate box and attach your results...

Please attach proof of results or intent to undertake an English test/ course).

I am a citizen and hold a passport from UK, USA, Canada, New Zealand or Republic of Ireland

I have completed an approved English language test within the last 2 years
(complete the details below and attach evidence)

IELTS TOEFL iBT PTE Academic Other English test

Date taken DD /MM /YYYY

Results (if known) Overall Listening Reading Writing Speaking

I intend to complete the following test on the date specified below
(Complete the details below). Test must be taken within the last 2 years.

IELTS TOEFL iBT PTE Academic Other English test

Date to be taken DD /MM /YYYY

Completed English course in Australia within the last 2 years *(attach evidence)*

Name of English language course

Name of English language provider

Start date DD /MM /YYYY

Completion date DD /MM /YYYY English level Achieved

Completing English course in Australia *(attach evidence)*

Name of English language course

Name of English language provider

Start date DD /MM /YYYY

Completion date DD /MM /YYYY

I completed (within the last 2 years) in Australia in English: Requirement for Senior Secondary Certificate of Education *(attach evidence)*

I completed (within the last 2 years) in Australia in English: AQF level 4 or higher on a student visa *(attach evidence)*

PART 2A : COURSE DETAILS

Office Use Only

Please tick the box corresponding to the course you are applying to study...

Packaged Courses

☐ **Package Option 1.**
- *SIT30816 Certificate III in Commercial Cookery*
- *SIT40516 Certificate IV in Commercial Cookery*

☐ **Package Option 2.**
- *SIT30816 Certificate III in Commercial Cookery*
- *SIT40516 Certificate IV in Commercial Cookery*
- *SIT50416 Diploma of Hospitality Management*

☐ **Package Option 3.**
- *SIT30816 Certificate III in Commercial Cookery*
- *SIT40516 Certificate IV in Commercial Cookery*
- *SIT50416 Diploma of Hospitality Management*
- *SIT60316 Advanced Diploma of Hospitality Management*

Individual Courses

Only applicable to students applying for **credit transfer** *or* **recognition of prior learning**

☐ SIT30816 Certificate III in Commercial Cookery

☐ SIT40516 Certificate IV in Commercial Cookery *(must meet prerequisites)*

☐ SIT50416 Diploma in Hospitality Management *(must meet prerequisites)*

☐ SIT60316 Advanced Diploma of Hospitality Management *(must meet prerequisites)*

PART 2B : COURSE LOCATION & INTAKE DATE

Office Use Only

Please tick the box corresponding to the course location and intake date you are applying to study...

Adelaide Campus

☐ **January/ February** _____ (year)

☐ **April** _____ (year)

☐ **July** _____ (year)

☐ **October** _____ (year)

Sydney Campus

☐ **January/ February** _____ (year)

☐ **April** _____ (year)

☐ **July** _____ (year)

☐ **October** _____ (year)

PART 2C : CREDIT TRANSFER & RECOGNITION OF PRIOR LEARNING

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Are you applying for Credit Transfer (CT) or Recognition of Prior Learning (RPL)?
(Please see Overseas Student Pre-enrolment Handbook for further information on the procedures for application for CT or RPL).

☐ NO ☐ YES

If YES please mark appropriate box...

☐ CT ☐ RPL

Please attach relevant academic transcripts and documents.

QTHC requires any applicant applying for CT or RPL to complete a Verification of Qualifications Consent and Authorisation Form. If required this form will be sent to you after you have submitted this application.

Office Use Only

Do you have any form of learning difficulty, disability, medical condition or other personal issues that may affect your study with Quality Training & Hospitality College?

☐ NO ☐ YES ***If YES please outline*** _____

PART 3 : STUDENT STATEMENT

Please answer each question in detail...

1. How did you first find out about QTHC and why did you choose QTHC over other colleges in Australia?

2. How will this course improve your employment prospects or salary when you return to your home country?

3. What do you expect to learn from your intended course of study?

4. Why are you coming to Australia to study this course when you could study the same course in your home country at potentially a cheaper cost?

5. If you have previously studied or worked in an industry other than hospitality, please explain your choice of course and change of career path.

6. Have you or any family members had any visa grants or refusals from any other countries including Australia? If yes, please provide details about the country, visa type, reasoning and provide documentation.

7. Have you previously applied for or are you currently applying for admission at another Australian education provider? If yes, please provide details of all applications and outcomes.

8. Do you have any family members and/or relatives currently living in Australia? If yes, how long have they been living in Australia? If so, are they on a Visa and how are they related to you?

COMMENTS (OFFICE USE ONLY)

Office Use Only

Office Use Only

PART 4 : EMPLOYMENT HISTORY *(attach resume or complete the below)*

☐ No employment history

Employer
Position
City Country
Employment period *Start* *End*
Duties

Employer
Position
City Country
Employment period *Start* *End*
Duties

Employer
Position
City Country
Employment period *Start* *End*
Duties

PART 5 : AGENT INFORMATION

Agency
Name of consultant
Email address
Contact phone number

☐ **I authorise my nominated education agent (as listed above) to communicate on my behalf about matters pertaining to my enrolment and study with QTHC.**

☐ **I authorise QTHC to include my education agent in any communication/correspondence relating to my studies throughout my enrolment with QTHC.**

Office Use Only

PART 6 : APPLICATION FEE PAYABLE

Your application fee should be enclosed with this application form. We accept bank cheques, credit cards, or direct funds transfer as our methods of payment. Bank cheques should be made payable to Quality Training & Hospitality College.

Please note a payment processing fee applies to credit card payment.

If mailing this form and paying by Credit Card, please complete the following:

Card number

Expiry date MM /YY CVV

Name of card holder

Signature of card holder

Type of Credit Card Mastercard Visa

DIRECT FUNDS TRANSFER DETAILS

Account name The Quality Training and Hospitality College

BSB 015 225 Account Number 2243 59661 Swift Code ANZBAU3M

NATIONAL VET DATA POLICY – PRIVACY NOTICE

Under the Data Provision Requirements 2012, Quality Training and Hospitality College Pty Ltd is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

Your personal information (including the personal information contained on this enrolment form and your training activity data) may be used or disclosed by Quality Training and Hospitality College Pty Ltd for statistical, regulatory and research purposes. Quality Training and Hospitality College Pty Ltd may disclose your personal information for these purposes to third parties, including:

- School – if you are a secondary student undertaking VET, including a school-based apprenticeship or traineeship;
- Employers – if you are enrolled in training paid by your employer;
- Commonwealth and State or Territory government departments and authorised agencies;
- NCVER;
- Organisations conducting student surveys; and
- Researchers.

Personal information disclosed to NCVER may be used or disclosed for the following purposes:

- Issuing a VET Statement of Attainment or VET Qualification, and populating Authenticated VET Transcripts;
- Facilitating statistics and research relating to education, including surveys;
- Understanding how the VET market operates, for policy, workforce planning and consumer information;
- Administering VET, including program administration, regulation, monitoring and evaluation.

You may receive an NCVER student survey which may be administered by an NCVER employee, agent or third-party contractor. You may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the Privacy Act 1988 (Cth), the VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at www.ncver.edu.au).

OVERSEAS STUDENT HEALTH COVER (OSHC)

As mentioned in our Overseas Student Pre-Enrolment Information booklet, you will be required (under the conditions of your student visa) to obtain Overseas Student Health Cover (OSHC) for yourself and any dependents accompanying you. We can arrange this on your behalf if required, our providers of choice are Medibank Private and NIB.

Please contact Quality Training & Hospitality College for premiums payable for this cover, or go to www.medibank.com.au or www.nib.com.au.

Office Use Only

PART 7 : STATEMENT OF UNDERSTANDING

- ☐ Read the Overseas Student Pre-Enrolment Handbook in its entirety
- ☐ Completed this application form in its entirety
- ☐ Attached a copy of your passport (and Australian Visa if relevant)
- ☐ Attached documentation of relevant qualifications as appropriate to the application
- ☐ Attached evidence of your level of English (IELTS or TOEFL parchment, within the last 2 years)
- ☐ Made arrangements to pay the non-refundable application fee of AUD$150.00
- ☐ Attached a copy of your current Overseas Student Health Cover card (if you are already studying in Australia)
- ☐ **I have read, understood and agree to comply with the terms and conditions of enrolment.**
- ☐ **I declare that I have genuine intention to study at QTHC and all of the information I have provided in this form is truthful, accurate and complete.**
- ☐ **I consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice above.**
- ☐ **I acknowledge that QTHC may refuse my student application or cancel my enrolment if any information is found to be false, inaccurate or misleading.**

I authorise Quality Training & Hospitality College to make relevant enquiries where necessary and in accordance with legislation regarding my academic qualifications and any work experience, in relation to my application for undertaking a course of study. I understand that my information will only be released to third parties in accordance with legislation. I also understand that I may at any time revoke my authorisation for Quality Training and Hospitality College to release my information to third parties by notifying Quality Training & Hospitality College in writing.

The 'terms and conditions of enrolment' are outlined in the contents of the Overseas Student Pre-Enrolment Handbook. Please read this booklet in its entirety prior to signing this application form.

Student Declarations and Consent

I declare that the information I have provided to the best of my knowledge is true and correct.

Name

Student Signature DD /MM /YYYY

Parent / Guardian Signature* DD /MM /YYYY

** Parental/Guardian consent is required for all students under the age of 18.*