

Enrolment Checklist

Exclusion\Indefinite suspension

New Enrolments



Please use this checklist to ensure all required documentation is enclosed. Failure to enclose items may result in delayed enrolment.

- ☐ Enrolment form
- ☐ Student status nomination form
- ☐ Internet agreement form
- ☐ Student medical information form
- ☐ Media release form
- ☐ Home tutor nomination form
- ☐ Supervisor nomination form (**Years 10,11 or 12 only**)
- ☐ Phone loan agreement form (**Primary Students - Landline only**)
- ☐ Subject selection form (**Years 5 to 12 only**)
- ☐ Student resource scheme (**Prep and years 7 to 12 only**)
- ☐ Copy of SET plan from previous school (**for students enrolling in Year 11**)
- ☐ Birth certificate
- ☐ Most recent school report

Once all required forms have been received enrolment may take up to three school weeks.

- *If enrolment is for a period less than 16 school weeks an administrative fee of \$100 will apply.*
- *Delays in processing may occur if documentation is incomplete when submitted.*