



Application for Enrolment

2010 English as a Second Language Units 3 and 4

This form is to be completed by all students who wish to enrol in English as a Second Language (ESL) Units 3 and 4. The completed form must be returned to the home school for endorsement by the principal.

ESL eligibility is normally decided by the school. Only where there are special circumstances in which a student might be eligible should this form be submitted with the required evidence to Student Records and Results Unit at the Victorian Curriculum and Assessment Authority by the Enrolment 2 deadline.

A covering letter explaining the grounds on which the application is being lodged must accompany this form.

Student Number

Gender Female Male

SECTION 1: PRINCIPAL'S DECLARATION

To be completed by the principal of the home school for this student. (Please complete using BLOCK LETTERS.)

I certify that the information below is true and correct to the best of my knowledge. If the student was born overseas or has resided overseas, copies of the following documents are held at the school:

Residence (passport, visa etc.)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Education (overseas school reports, etc.)	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If this application is to be forwarded to VCAA for a determination, copies of these documents must be provided.

Name of principal _____

Principal's signature _____ Date ___/___/___

Home school name _____ VCAA School Code

SECTION 2: CERTIFICATION BY STUDENT AND PARENT/GUARDIAN

Please check carefully the information you have provided before you sign this declaration. (Please complete using BLOCK LETTERS.)

I certify that the following information is correct to the best of my knowledge.

Family name of student _____	Given name _____
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Student's signature _____ Date ___/___/___

I certify that the following information is correct to the best of my knowledge.

Family name of parent/guardian _____	Given name _____
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Parent/guardians signature _____ Date ___/___/___

Application can be sent to Student Records, VCAA by fax (03) 9651 4470 or mail (41 St Andrews Place, East Melbourne 3002)

SECTION 3: GENERAL INFORMATION

What was your first language (the one you first learned to speak)? _____

What additional languages other than English can you speak? _____

Which of the following best describes your VCE enrolment? (*Tick one only*)

Full-time Year 12 Full-time Year 11 Other _____

Your date of birth ___/___/___ Country of birth _____ Date of arrival in Australia or New Zealand ___/___/___
(If you were born overseas)

Age on arrival in Australia or New Zealand (if born overseas) _____ years _____ months

SECTION 4: EDUCATIONAL BACKGROUND (*Please complete using BLOCK LETTERS.*)

Please describe each year of your schooling, **including part years**, using the spaces provided below. Please fill in each box. Where you have no information to put in a box, then write 'NIL'.

In column five (5) we ask about the language of instruction at your full-time day school. This means the language most commonly used by teachers during classtime. In column six (6) you must write the approximate hours per week you have studied English in each year level.

Please complete the table starting with your birth year.

Acceptable documentation may be an official letter from the school in the country concerned, or a statement from the Ministry of Education in that country.

Documents provided: _____

If you need to add further information, please attach extra pages.

Note: All columns for each year must be completed.

Year (1)	Country of Residence (2)	Name your full-time day school, kindergarten or preschool (3)	Academic Year Studied (e.g. Year 11, Grade 2/Grade 3) (4)	Language of school instruction (5)	English language study hours per week (6)
2009					
2008					
2007					
2006					
2005					
2004					
2003					
2002					
2001					
2000					
1999					
1998					
1997					
1996					
1995					

PRIVACY STATEMENT

In signing this form, I acknowledge that I have read and am aware of the contents of the VCAA's Student Privacy Notice as provided to me by the school.