



BALLARAT
GRAMMAR

Application for Enrolment Full Fee Paying overseas Student

CRICOS No: 00129E



BALLARAT AND QUEEN'S ANGLICAN GRAMMAR SCHOOL

201 Forest Street, Wendouree Victoria 3355 Australia

T (+ 61 3) 5338 0700 **F** (+ 61 3) 5338 0991 **E** bgs@bgs.vic.edu.au **W** www.bgs.vic.edu.au

ABN 93 005 091 805



APPLICANTS DETAILS			
SURNAME / FAMILY NAME:		Please Attach Passport Photo	
GIVEN NAMES IN FULL:			
PREFERRED NAME:			
DATE OF BIRTH: / /	GENDER: Male <input type="checkbox"/> Female <input type="checkbox"/>		
* Please include an extract or a copy of the applicants Birth Certificate			
ADDRESS:			
PROPOSED YEAR OF ENTRY:	TERM:		
ENTRY YEAR LEVEL:	DAY STUDENT <input type="checkbox"/> BOARDER <input type="checkbox"/>		
RELIGIOUS DENOMINATION:			
LANGUAGE(S) SPOKEN:			
CURRENT SCHOOL:		SCHOOL PHONE NUMBER:	
CURRENT YEAR LEVEL:		YEARS OF ATTENDANCE:	
DOES THE STUDENT HAVE A VICTORIAN STUDENT NUMBER? Yes <input type="checkbox"/> No <input type="checkbox"/>			
If yes, Please provide details:			
Has the applicant attempted any VCE subjects at another school? Yes <input type="checkbox"/> No <input type="checkbox"/>			
FAMILY INFORMATION			
PARENT / GUARDIAN 1		PARENT / GUARDIAN 2	
TITLE (MR, MRS, MISS, MS, DR):		TITLE (MR, MRS, MISS, MS, DR):	
FAMILY NAME:		FAMILY NAME:	
PREFERRED NAME:		PREFERRED NAME:	
ADDRESS:		ADDRESS:	
PHONE (H):		PHONE (H):	
(W):		(W):	
MOBILE:		MOBILE:	
FAX:		FAX:	
EMAIL:		EMAIL:	
OCCUPATION:		OCCUPATION:	
COMPANY:		COMPANY:	
If the student's residential or billing address differs from above, please state below:			
RESIDENTIAL ADDRESS:			
BILLING ADDRESS:			

CONTACT INFORMATION	
GUARDIAN RESIDENT IN AUSTRALIA	EMERGENCY CONTACT
TITLE (MR, MRS, MISS, MS, DR):	TITLE (MR, MRS, MISS, MS, DR):
FAMILY NAME:	FAMILY NAME:
PREFERRED NAME:	PREFERRED NAME:
ADDRESS:	ADDRESS:
PHONE (H):	PHONE (H):
(W):	(W):
MOBILE:	MOBILE:
FAX:	FAX:
EMAIL:	EMAIL:
ADDITIONAL INFORMATION	
<p>SPECIFIC HEALTH CARE NEEDS – Does the applicant have any specific healthcare needs including any medical conditions that are relevant to the care & education of the applicant? (E.g. Asthma, epilepsy, diabetes etc.)</p>	
<p>ALLERGIES and DIETARY RESTRICTIONS – Does the applicant have any allergies or dietary restrictions?</p>	
<p>OTHER INFORMATION – Please detail any other information that will be relevant to the applicants' time at Ballarat Grammar. Please comment on areas such as family, cultural and/or religious requirements and additional needs. Please attach extra paper if required.</p>	
DECLARATION / POLICIES	
<p>1. GRIEVANCE POLICY - The School assists all parents in any matter concerning the education, welfare, or fee payment of their children. Financial matters are referred to the Debtors Clerk and to the Director of Finance. Education and welfare matters are referred to the appropriate person (Tutor, Head of House, Level Co-ordinator, Head of Boarding House, Head of Senior School, Counsellor and Headmaster). An Independent arbiter has been appointed to investigate any unresolved matter in dispute between the parent and the School.</p> <p>2. ACCIDENT DECLARATION - In the event of illness or injury to my child whilst at school, or on an excursion or travelling to or from the school, I authorise the Headmaster or senior staff member in charge of my child, where it is impracticable to communicate with me, to consent to emergency medical arrangements on my behalf as are deemed necessary by a qualified medical practitioner. Such consent includes anaesthetics, blood transfusions and surgery.</p> <p>3. PRIVACY POLICY – The School will use the personal information it collects from you for the primary purpose of providing for the ongoing education and pastoral care of students. The School endeavours to ensure that the personal information it holds is accurate, complete and up-to-date. A person may seek to update their personal information by contacting the Admissions Office at any time.</p>	

CONDITIONS OF ENTRY TO THE SCHOOL

I/We the parents or persons (and where this Condition of Entry to the School is signed by more than one parent or person each of us is bound by it separately and jointly) agree as follows:

1. The Parents of persons responsible for payment of fees shall pay to Ballarat Grammar ("the school") such fees and charges for the education and maintenance of and for the supply of goods and services to, the Student as fixed by the Board of Directors.
2. All fees and charges shall be payable in advance by the start of the semester to which they relate. The school reserves the right to remove or refuse entry to any student whose fees are not paid in accordance with the foregoing requirement.
3. Without prejudice to the requirements of Condition 2, a Late Payment Fee will be charged on any overdue account at rates determined by the Board of Directors.
4. A term's notice in writing must be given to the Headmaster prior to the removal of a student, otherwise one fourth of the total Annual Fees will be charged.
5. Parents and students agree to fulfil the expectations of the School as outlined in the Accident, Privacy and Grievance Policies on the previous page, Study Planner, the School's handbooks, other school documents and as stated by the Headmaster.
6. The School reserves the right to discipline, suspend or expel any student whose lack to academic progress or whose behaviour is considered by the Headmaster to be unacceptable or an embarrassment to the School. Where any student is suspended or expelled the School shall retain by way of liquidated damages any fees paid with respect to that Student.
7. It is the responsibility of the parents to advise the School of any changes in family circumstances affecting the life of the Student at the School.
8. An Application fee of \$1000 AUD must accompany this Application. (See School's Business Notice.)
9. If a place at the School is offered, acceptance of this place should be confirmed by a written response accompanied by a non-refundable Admission Deposit of \$10,000 AUD per student within 30 days of the offer.
At commencement, this amount will be credited towards their first Semester's fees.
10. If the Student is currently attending another school, a copy of the most recent school report must accompany this application.

I/We agree to abide by the Conditions of Entry and to pay the School such fees and other charges as may be notified to me/us from time to time.

I/We accept Fee Payment Protection as outlined in the School's Business Notice. (Policy details are available from the Director of Admissions.)

Signature of Parent/Guardian 1:

Date: / /

Signature of Parent/Guardian 2:

Date: / /

Further information is available from:

The Director of Admissions
Ballarat Grammar
201 Forest St, WENDOUREE VIC 3355
(03) 5338 0800, (03) 5338 0830
Facsimile: (03) 5338 0991
Email: admissions@bgs.vic.edu.au. Web: www.bgs.vic.edu.au