



1. PERSONAL DETAILS

PLEASE USE CAPITAL LETTERS

Family Name (as shown on your passport) : _____

First Name (as shown on your passport): _____

Preferred Name: _____

Date of Birth: _____

Gender: Female Male Intersex

Nationality _____ Passport Number: _____

Expiry Date: _____ Year of arrival in Australia _____

Country of Birth: _____ Country of application: _____

2. CONTACT DETAILS

Current Residential Address

Street No.: _____ Street Name: _____

City/Suburb: _____ Postcode: _____ Country: _____

Telephone: _____ Mobile: _____

Email : _____

Currently in Australia: Yes No

Visa Type: _____ Visa No.: _____



3. Course Details

(Please select the course you wish to enrol in)

Undergraduate

- BACHELOR OF BUSINESS (Accounting)
- BACHELOR OF BUSINESS (Marketing)
- BACHELOR OF NETWORKING AND TELECOMMUNICATION

Postgraduate

- GRADUATE CERTIFICATE IN BUSINESS
- GRADUATE DIPLOMA IN BUSINESS
- MASTER OF BUSINESS (select a specialisation)
 - ACCOUNTING
 - MARKETING
 - INTERNATIONAL BUSINESS
 - GENERAL BUSINESS

Preferred Course Start Date: _____

English Language Intensive Courses for Overseas Students (ELICOS)

- English for Academic Purposes (EAP) 1
- English for Academic Purposes (EAP)

Preferred Course Start Date: _____

Number of Weeks: _____

4. Education Details

Highest Level of Education: Secondary TAFE University

Name of the Institute: _____

Year of Completion: _____



5. ENGLISH PROFICIENCY

English Language Test Score (IELTS or equivalent): _____

Date of Test: _____

If you have studied in Australia, please provide details:

Institute/University: _____

Course Name: _____

Number of Weeks: _____ Year: _____

If you do not have an English Language ranking equivalent to IELTS 6.0 in each band and you wish to apply for a PIA course you may be required to undertake an English language preparatory course.

6. SPECIAL NEEDS

Do you have any special needs that Polytechnic Institute should be aware of (e.g. medical condition, dietary, etc.):

No (Go to section 7)

Yes, please specify: _____

7. OVERSEAS STUDENT HEALTH COVER (OSHC)

Please note that the following fees are not refundable.

Do you require PIA to assist you in arranging Overseas Student Health Cover (OSHC)? Yes No

If you selected yes: how long?

TYPE OF COVER

Single

Couple

Family

This service is provided via "BUPA". www.bupa.com.au

(Note that prices provided are based on individual student needs and will be emailed to you once the type of cover has been selected.)

PERIOD INSURANCE REQUIRED FOR:

Choose an item.

Choose an item.

Choose an item.



8. Advanced Standing (AS)

Have you studied a course in Australia which is similar to the one for which you are applying?

Yes No

If you have, please attach the Advanced Standing application form and all relevant documentation, as you may be eligible for AS for your course. Please ensure that you have provided sufficient supporting evidence for consideration. Applications submitted with insufficient evidence will be rejected. Please read the [Advanced Standing Policy and Procedure](#) on the www.pia.edu.au website.

9. HOW DID YOU HEAR ABOUT US

Agent (Name): _____

Magazine/Newspaper Ad (Name): _____

Friend/Relative (Name): _____

Other: _____

10. PRIVACY DISCLOSURE STATEMENT

Polytechnic Institute Australia is committed to the responsible collection and handling of your personal information in accordance with all relevant legislation, including the Privacy Act 1988. The personal information collected on this form will be used for the purposes of assessing and processing your application. Your personal information may be disclosed to Commonwealth and State Agencies such as the Department of Education and Training, and The Department of Home Affairs pursuant to reporting obligations under applicable legislation. Your personal information will also be disclosed to your overseas student health care provider and, if you are under 18 years of age, to the carer appointed for you in accordance with the National Code established under the Education Services for Overseas Students Act 2000. Your information will not be disclosed to other third parties without your consent. You have a right to access personal information that Polytechnic Institute Australia holds about you. See Polytechnic Institute Australia Privacy Policy for details, which can be accessed at <http://www.pia.edu.au/student-info/policies-procedures>



11. DECLARATION

I **[INSERT NAME]** _____ declare that:

- I understand that Information contained in these forms may be provided to the state and Commonwealth agencies and research organisations and consent to that occurring.
- The information submitted in this application is correct and complete.
- I acknowledge that my admission and continued enrolment will be subject to Polytechnic Institute Australia policies and procedures.
- I agree that the Institute may obtain official records from my previous employers or providers I attended.
- I undertake to advise the Institute immediately of any changes to the information submitted in this application.
- I consent to the above information being maintained in the Institute's records for administration and academic purposes and reported to the regulatory authorities for official purposes.
- I understand that Polytechnic Institute Australia may be required to report to the relevant Government authorities the progress of my application and or subsequent student status.
- I consent to my information being held securely by the relevant regulatory authority and that my information may be disclosed to the Department of Education, Skills and Employment and the Department of Home Affairs. Polytechnic Institute Australia will not otherwise disclose the information without my consent unless required or authorised by law.
- I hereby certify that the information provided on this form, and on all documents submitted may be made available to Commonwealth and State agencies pursuant to obligations under the ESOS Act 2000 and the National Code 2018. I understand that the institution is required under section 19 of the ESOS Act 2000 to inform Department of Education, Skills and Employment and the Department of Home Affairs of changes to my enrolment and any breach of a student visa condition relating to attendance or unsatisfactory academic performance.
- I declare that I have read and understood Polytechnic Institute Australia fee schedule, conditions of enrolment, privacy statement and refund policy and have familiarised myself with other relevant policies located on the PIA website and agree to be bound by them.
- I undertake to advise Polytechnic Institute Australia immediately of any changes to the information submitted in this application. I have fully read and understood the Institute's terms and conditions.
- I declare that I have the financial capacity to meet course fees and agree to pay these fees as they become due and I have read, fully understood and accept the Institute's terms and conditions.

--- If fees are being paid by another person(s) or company:

I _____ **(name of person(s) / company paying fees – please print)**
declare that I have the financial capacity to meet course fees and agree to pay these fees as they become due and I have read, fully understood and accept the Institute's terms and conditions.

Name: _____ Signature: _____

Date: _____

Only applicable if applicant is under the age of 18.

Witness: _____ Signature: _____

Date: _____



11. APPLICATION CHECKLIST

- All sections of the application completed
- Attached certified copies of passport
- Attached certified copies of academic transcripts or awards (English translation)
- Proof of English Language requirement
- Copy of Visa (if applicable)+1 passport size photograph (email digital photograph to info@pia.edu.au)

Send Completed Applications To:

Polytechnic Institute Australia

Level 16, 233 Castlereagh Street

Sydney, NSW 2000

Ph: 02 8319 8202

Or

Email: admissions@pia.edu.au

OFFICE USE ONLY

Representative Name: _____

Application received date: _____

Confirmation of payment amount received: AUD \$200

Transfer on: _____

Verified by: _____