

ENROLMENT APPLICATION FORM

Please write clearly and use **BLOCK LETTERS** and complete all relevant fields.

STUDENT DETAILS (please complete a separate student page for each child you are applying for)

Child's Given Names	
Child's Last Name	
Preferred Name	
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Date of Birth (please provide birth certificate)	
Number of children in your family	
Child's position in family	1 2 3 4 5 6 (please circle as appropriate)
Which church does your child regularly attend? (meaning most weeks, if any)	

LANGUAGE & CITIZENSHIP

Language spoken at home	
Aboriginal or Torres Strait Islander?	<input type="checkbox"/> No <input type="checkbox"/> Yes Aboriginal <input type="checkbox"/> Yes Torres Strait Islander
Country of Birth	
Residency Status	<input type="checkbox"/> Australian Citizen – if not born in Australia please provide proof of Australian Citizenship <input type="checkbox"/> Australian Permanent Resident – please provide a copy of your passport and current visa <input type="checkbox"/> Temporary visa holder – please provide a copy of your passport and current visa
Nationality (if not Australian Citizen)	

SCHOOL

Proposed Year of Entry	e.g. 2020
Proposed Grade Level	e.g. Preschool, Kindergarten, Year 7
Desired start date if not at the beginning of the school year	e.g. Term 3 2017
Current School and Grade (if applicable)	
NESA number (Year 10 and above)	
Would you like to carry this application over to subsequent years if a place is not available?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Please provide any other information that is relevant to your child's access and participation in the educational program of the School including learning difficulties, academic strengths, character traits, achievements or other issues (e.g. emotional, physical, medical) you believe are relevant to the application. Please attach extra information if necessary.

PRESCHOOL APPLICATIONS ONLY

Number of days per week requested	<input type="checkbox"/> 2 days (Monday, Tuesday) <input type="checkbox"/> 3 days (Wednesday, Thursday, Friday)
Do you expect your child to attend Kindergarten at Covenant Christian School?	<input type="checkbox"/> Yes, Kindergarten (e.g. 2017) _____ <input type="checkbox"/> No

Please note

- Children must be toilet-trained prior to commencement.
- Children must have turned 3 years old prior to commencing Preschool.
- 3 year old children (two years prior to starting Kindergarten) only attend Preschool on Monday & Tuesday.
- 4 year old children usually attend either Monday & Tuesday OR Wednesday, Thursday & Friday.
- Preschool children must be up to date with their scheduled vaccinations to be eligible for enrolment.
- Enrolment in Preschool does not guarantee a place in Kindergarten.

DETAILS OF OTHER PARENTING / CHILD WELFARE ARRANGEMENTS? (if applicable)

Please provide details of any specific parenting or child welfare arrangements that apply to this child -e.g. court orders, custody / parenting agreements or arrangements, guardianship orders or apprehended violence orders. (Please attach copies of formal documents or Court Orders detailing arrangements if applicable.)

REASONS FOR ENROLMENT

Why do you want your child/children educated at a Christian School? _____

Why did you choose Covenant Christian School? _____

If applicable, reason for withdrawing your child/ren from their current school _____

Do you have any past involvement with the school? (e.g. past student, past staff member) _____

CHURCH INVOLVEMENT

What church does your family regularly attend? (meaning most weeks) _____

Denomination _____ Location of Church (meeting place – suburb) _____

Minister / Pastor _____

Please detail your involvement _____

Please ask your church Pastor or Minister for a family reference. This can be included with your application or your minister can send it directly to the School Registrar.

PARENT/GUARDIAN CONSENT

- We apply to have each of our children that are included in this Application registered as a prospective student at Covenant Christian School.
- We declare that the information provided on this form is full and correct to the best of our knowledge. We undertake to inform the school of any changes to the details provided in this form. If a parent withholds information relevant to the registration and enrolment process then the school will reserve the right to refuse or terminate the enrolment on these grounds.
- We have provided the last two school reports (if applicable) and all other relevant medical or specialist reports.
- We agree to provide, when requested, any further information concerning our children’s education or medical history.
- We enclose the application fee of \$250 (per family) which we understand is non-refundable and does not guarantee the offer of a place.
- We enclose evidence of our children’s date of birth (such as a copy of a birth certificate or passport).
- We understand that completing this application does not guarantee a place/s at the school for our child/ren and that it will be given careful and fair consideration in accordance with the school's published student enrolment policy.
- We undertake to conform to the rules and procedures made by the school upon offer of place.
- We acknowledge that acceptance into Kindergarten from the Preschool class is subject to the school offering a place, and the child meeting the standard readiness criteria of the school.
- We understand that Preschool children must be up to date with their scheduled vaccinations to be eligible for enrolment.

SIGNATURE BY BOTH PARENTS OR GUARDIANS

(Both Father and Mother must sign. If this is not possible, please indicate the reason) _____

Father / Guardian _____
Signature

Date: _____

Mother / Guardian _____
Signature

Date: _____

Please return the Enrolment Application Form together with the application fee (or proof of payment) and requested documents as listed here.

Please note that lodgement of an application does not guarantee enrolment. All students are initially wait-listed after we receive an application form. There are a number of further steps in the enrolment process which may include testing and a family enrolment interview.

Should an offer of a place result, this will be communicated in writing by a Letter of Offer. Priority of enrolment is based on current involvement in a Christian church and commitment to the basis and aims of the school. If you attend a church, please ask your Pastor to complete the reference form and send directly to me.

Application Process

Send Applications to:

Applications may be mailed, hand delivered or scanned and emailed to the school.

Mail: The Registrar, Covenant Christian School, PO Box 6154 FRENCHS FOREST DC NSW 2086

School Office: (02) 8459 4200

Enrolments Email: enrolments@covenant.nsw.edu.au

Registrar: Mrs Wendy Boase, Enrolments direct phone: (02) 8459 4221, wboase@covenant.nsw.edu.au

Application Fee

The application fee will not be refunded even if a place does not become available for your child/children.

The **Application Fee (\$250) per family** can be paid in the following ways:

Cheque – Please enclose with your application form.

Cash at the school office

Credit Card – *(plus a cost-based surcharge will apply for all credit card payments)*

Visa Mastercard Amex

Card Number: _____ / _____ / _____ / _____

Expiry Date: ____ / ____

Name as it appears on the card: _____

Signature of Cardholder: _____

Direct Deposit – School Banking Details

Account Name: COVENANT CHRISTIAN SCHOOL ASSOCIATION

Bank: NATIONAL AUSTRALIA BANK

BSB No: 082-132

Account No: 01-522-0858

Swift Code: NATAAU3302S (to be used when internationally wiring funds to the school)

Checklist

Please return the Enrolment Application Form together with the following:

Mandatory Requirements

- \$250.00 application fee per family** (not refundable). This fee covers all children in this family.
- Copy of Australian birth certificate or overseas birth certificate. *If not born in Australia, please also provide a copy of your child's passport and visa showing Australian residency status or Certificate of Australian Citizenship.*
- A reference for your family from the Pastor or Minister of the church you regularly attend (*regularly meaning most weeks*) (*if applicable*). *The reference can be sent by your Minister directly to the School Registrar.*
- A copy of the 2 latest school reports for each child that you have included on this form (*not applicable for Preschool & Kindergarten applications*). *If the school report is in a language other than English, please provide an English translation.*
- NAPLAN results – only for students applying for Year 4 and above. If your child has not yet sat the NAPLAN tests a copy of the results will be requested closer to the time of enrolment.
- Have you signed the Parent declaration on the last page of the application form?

Additional Documents as Relevant

- Legal documentation – *if applicable e.g. child welfare arrangements*
- Reports from specialists and additional medical history – *if applicable*