



Please complete this application in BLOCK LETTERS

### EDUCATION AGENT DETAILS

Do you have an education agent?  Yes  No

Agency Name			
Consultant's Name			
Consultant's email		Mobile:	

### PERSONAL DETAILS

Family name		Given name	
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other	Date of birth	
Nationality		Country of birth	
Passport No.		Visa expiry date	
What visa will you be holding when you commence your studies?			
Student	<input type="checkbox"/> Working <input type="checkbox"/> Other <input type="checkbox"/> Bridging (if so which one?)		
Are you currently in Australia? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Are you of Aboriginal or Torres Strait Islander origin? <input type="checkbox"/> No <input type="checkbox"/> Yes, Aboriginal <input type="checkbox"/> Yes, Torres Strait Islander			
Mobile No.		Telephone No.	
Email			

### Address of your usual residence in your home country

Property name			
Flat/unit		Street/lot number	
Street name		Suburb/locality/town	
State/territory		Postcode	
Country			

### Postal address – if different from above

Property name			
Flat/unit		Street/lot number	
Street name		Suburb/locality/town	
State/territory		Postcode	
Country			

### Address or intended address in Australia (if known)

Property name			
Flat/unit		Street/lot number	
Street name		Suburb/locality/town	
State/territory		Postcode	

### Emergency contact details

Family Name		Given Name	
Mobile No.		Telephone No.	
Relationship			

### Family member contact details in home country

Family Name		Given Name	
Mobile No.		Telephone No.	
Relationship			



## HEALTH COVER

Overseas Student Health Cover (OSHC) must be arranged for the duration of your visa as a condition of your student visa. CIC can arrange health cover with Allianz Global Assistance (our preferred provider) on your behalf for the duration of your visa.

If you pay the full OSHC amount up-front, you are protected against any increases in the OSHC fees for the duration of your visa.

If you complete your studies earlier than expected, you may be entitled to a refund from Allianz Global Assistance. Health insurance is your responsibility and current cover must be maintained by students for the duration of their stay in Australia.

Do you want CIC to arrange OSHC for the duration of your visa in Australia?  No  Yes

If YES, please select one of the following coverage types:  Single  Dual  Family

If NO, reason given for not commencing a new Allianz Global Assistance membership

You already have current OSHC membership for the duration of your visa.

Provider

Membership number:

OSHC expiry date:

You will organise OSHC membership yourself (Evidence will be required on admission)

## HIGHER EDUCATION COURSES

**CRICOS (VIC) No. 01718J**

Undergraduate Courses	Intake Dates
<input type="checkbox"/> Bachelor of Business (Accounting) <b>CRICOS Course Code 072490C</b>	<input type="checkbox"/> 16 January 2023
<input type="checkbox"/> Bachelor of Business (Management) <b>CRICOS Course Code 072493M</b>	<input type="checkbox"/> 27 March 2023
<input type="checkbox"/> Bachelor of Business (Marketing) <b>CRICOS Course Code 072491B</b>	<input type="checkbox"/> 5 June 2023
<input type="checkbox"/> Non-award study	<input type="checkbox"/> 21 August 2023
	<input type="checkbox"/> 30 October 2023
	<input type="checkbox"/> 15 January 2024
	<input type="checkbox"/> 25 March 2024

Postgraduate Courses	Intake Dates
<input type="checkbox"/> Graduate Certificate of Business <b>CRICOS Course Code 105841H</b>	<input type="checkbox"/> 14 November 2022
<input type="checkbox"/> Graduate Diploma of Business <b>CRICOS Course Code 105840J</b>	<input type="checkbox"/> 13 March 2023
<input type="checkbox"/> Graduate Diploma of Management <b>CRICOS Course Code 110248E</b>	<input type="checkbox"/> 17 July 2023
Information Systems	<input type="checkbox"/> 7 November 2023
<input type="checkbox"/> Master of Business <b>CRICOS Course Code 105839B</b>	<input type="checkbox"/> 8 March 2024
<input type="checkbox"/> Master of Business Administration <b>CRICOS Course Code 105838C</b>	
<input type="checkbox"/> Master of Management <b>CRICOS Course Code 110247F</b>	
Information Systems	
<input type="checkbox"/> Non-award study	



# Enrolment Application

Are you seeking Advanced Standing (Credit Transfer)?  Yes  No

If YES, please complete the details below, along with your relevant supporting documents (certified academic transcripts and unit outlines).

Graduate business management courses include opportunities for students to specialise. These specialisations will determine the number and type of credit granted. If you are applying to study a **Master of Business** or a **Master of Business Administration**, please indicate which specialisation (if any) you intend to take.

- Accounting
- Project Management
- Biotechnology Management
- Aged Care and Disability Services Management
- No specialisation

Previous Institution/s in which studies were undertaken	Year completed
1.	
2.	
3.	

Previous subjects you wish CIC to consider for advanced standing	CIC unit/subject code (CIC staff to complete)
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	



### STUDY REASON

Of the following categories, which BEST describes your main reason for undertaking this course?

- To get a job
- To get a better job/promotion
- To develop my existing business
- To start my own business
- It was a requirement of my job
- To get into another course of study
- To try for a different career
- I wanted extra skills for my job
- For personal interest or self-development
- Other reason – please specify \_\_\_\_\_

### SCHOOLING AND EDUCATION

What is your highest qualification achieved?

In which country was this qualification achieved?

Additional qualifications achieved


Please list all previous studies in Australia whether successfully completed or not

Start date	End date	Provider	Course

### LANGUAGES

Do you speak a language other than English at home?  Yes  No

If YES, please specify language/s \_\_\_\_\_

What is your certified English language level?

- IELTS \_\_\_\_\_
- TOEFL \_\_\_\_\_
- PTE \_\_\_\_\_
- Other \_\_\_\_\_

Are you currently or planning to study English whilst in Australia?  Yes  No

If YES, please specify at which college



## SPECIAL NEEDS

Do you consider yourself to have a permanent and significant special needs requirement?  Yes  No

If YES, please indicate which:

Hearing/Deaf       Physical       Intellectual       Learning

Medical condition       Mental illness       Vision

Other (please specify): \_\_\_\_\_

## EMPLOYMENT

Of the following categories, which BEST describes your current employment status?

- |  |  |
|--|--|
| <input type="checkbox"/> Full-time employee                            | <input type="checkbox"/> Part-time employee                    |
| <input type="checkbox"/> Employer                                      | <input type="checkbox"/> Not employed – not seeking employment |
| <input type="checkbox"/> Employed – unpaid worker in a family business | <input type="checkbox"/> Self-employed – not employing others  |
| <input type="checkbox"/> Unemployed – seeking part-time work           | <input type="checkbox"/> Unemployed – seeking full-time work   |

## MARKETING

How did you hear about CIC?

CIC website       Existing or Past CIC Student       Facebook       Exhibition/Fair       Education agent

Other (please specify): \_\_\_\_\_

## DOCUMENTS ATTACHED TO THIS APPLICATION

- |  |   |
|--|---|
| <input type="checkbox"/> Certified academic transcripts  | <input type="checkbox"/> Advanced Standing application form (if applicable) |
| <input type="checkbox"/> Copy of Australian Visa (if applicable)   | <input type="checkbox"/> IELTS Certificate or equivalent proof of English   |
| <input type="checkbox"/> Clear colour copy of your passport (in cases where holographic imagery obscures the passport photo, please provide a clear colour passport photo) |   |



**STUDENT DECLARATION**

I, \_\_\_\_\_ acknowledge that I have read and understand the information provided above. I also acknowledge that I have read CIC’s student prospectus, website, marketing material and received full information from CIC’s Educational Agent (for enrolment through an educational agent) before making the decision to enrol in the course. The information and documents provided by me are true, genuine and correct in all respects.

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**SUBMIT APPLICATION**

**MELBOURNE CAMPUS**

Email: [admissions@cic.vic.edu.au](mailto:admissions@cic.vic.edu.au)

Post: Admissions, CIC Higher Education, Level 4, 108 Lonsdale Street, Melbourne VIC 3000

This form aligns with CIC Higher Education (CIC) Admissions Policy and Procedure  
Please refer to the policy and/or procedure on the CIC website [www.cic.vic.edu.au](http://www.cic.vic.edu.au) for more information

**Privacy Statement**

CIC Higher Education collects personal information about you for the purposes of enrolling you into your chosen course(s) or program(s) of study. It is essential that you supply us with current and accurate details in order to process your enrolment. We may also collect and use your information to improve our products and services. CIC will ensure that your personal information is always stored securely and will not be traded improperly. Any disclosure of your data and personal information will be done in strict adherence to CIC’s Privacy and Personal Information Policy and the Privacy and Data Protection Act 2014 (Vic). Please contact our student services if you have any concerns or make a privacy complaint at [info@cic.vic.edu.au](mailto:info@cic.vic.edu.au)