



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: | |

HIGHER EDUCATION COURSES

CRICOS (VIC) No. 01718J

| Undergraduate Courses | Intake Dates |
|--|--|
| <input type="checkbox"/> Bachelor of Business (Accounting) CRICOS Course Code 072490C | <input type="checkbox"/> 25 March 2024 |
| <input type="checkbox"/> Bachelor of Business (Management) CRICOS Course Code 072493M | <input type="checkbox"/> 3 June 2024 |
| <input type="checkbox"/> Bachelor of Business (Marketing) CRICOS Course Code 072491B | <input type="checkbox"/> 19 August 2024 |
| <input type="checkbox"/> Non-award study | <input type="checkbox"/> 28 October 2024 |
| | <input type="checkbox"/> 13 January 2025 |
| | <input type="checkbox"/> 24 March 2025 |
| | <input type="checkbox"/> 02 June 2025 |
| | <input type="checkbox"/> 18 August 2025 |

| Postgraduate Courses | Intake Dates |
|---|--|
| <input type="checkbox"/> Graduate Certificate of Business CRICOS Course Code 105841H | <input type="checkbox"/> 18 March 2024 |
| <input type="checkbox"/> Graduate Diploma of Business CRICOS Course Code 105840J | <input type="checkbox"/> 22 July 2024 |
| <input type="checkbox"/> Graduate Diploma of Management Information Systems CRICOS Course Code 110248E | <input type="checkbox"/> 09 September 2024 |
| <input type="checkbox"/> Master of Business CRICOS Course Code 105839B | <input type="checkbox"/> 18 November 2024 |
| <input type="checkbox"/> Master of Business Administration CRICOS Course Code 105838C | <input type="checkbox"/> 24 March 2025 |
| <input type="checkbox"/> Master of Management Information Systems CRICOS Course Code 110247F | <input type="checkbox"/> 21 July 2025 |
| <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
- Healthcare Informatics
- 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?

- Full-time employee Part-time employee
 Employer Not employed – not seeking employment
 Employed – unpaid worker in a family business Self-employed – not employing others
 Unemployed – seeking part-time work 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

- Certified academic transcripts Advanced Standing application form (if applicable)
 Copy of Australian Visa (if applicable) IELTS Certificate or equivalent proof of English
 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

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 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