

# TACIS International Students Application Form

Version 1.3 November 2022

## Part 1: Student Personal Details

Please note that you must notify TACIS of change of your contact details including emergency contact within 7 days from date of change while enrolled at TACIS.

Where are you lodging this application?		Offshore		Onshore in Australia			
Family Name		First Name		Middle Name (if applicable)			
Date of Birth (DD/MM/YYYY)		Gender		Language Spoken at Home			
Email in Australia		Mobile in Australia					
Email in Home Country (if different)		Mobile in Home Country		Country code	Area code	Number	
Unique Student Identifier (USI) <b>(Must be provided for all onshore applications and must be provided prior to graduation from TACIS.)</b>							
Physical Address in Australia <b>(Mandatory for onshore application)</b>		Suburb		State		Post Code	
Address in Home Country <b>(Mandatory)</b>		Suburb		State/Province		Post Code	
Country of Citizenship		Country of Birth					
Passport Number		Passport Expiry Date					

## Part 2: Emergency Contact Details

Please note that you must notify TACIS of change of your contact details including emergency contact within 7 days from date of change while enrolled at TACIS.

Name of Emergency Contact		Relationship			
Address	Suburb	State	Post Code		
Telephone		Email address			

### Part 3: List of Qualification(s) and Proposed Intake Dates

Please read TACIS Qualification Brochure for detailed information including the structure and entry requirements prior to selection.

National Code	Qualification	CRICOS Code	Duration	13 January 2023	21 April 2023	14 July 2023	25 Sept. 2023	19 Oct. 2023
BSB50820	Diploma of Project Management	104055J	52 Weeks					
BSB60720	Advanced Diploma of Program Management	104448C	52 Weeks					
CHC30121	Certificate III in Early Childhood Education and Care	106989B	52 weeks					
CHC50121	Diploma of Early Childhood Education and Care	106990J	52 weeks					

### Part 4: RPL (Recognition of Prior Learning)

Are you planning to apply for RPL (Recognition of Prior Learning)?	Yes		No	
<i>If yes, complete TACIS RPL application form in accordance with TACIS RPL policy and procedure. Lodge the completed RPL application form together with this application form and relevant supporting documents.</i>				

### Part 5: Education Background

Please list all your previous academic qualifications. Please list the highest qualification first.

Name of Qualification	Awarding Institution (Name, location & Country)	Commencement Date (DD/MM/YYYY)	Date of Award (DD/MM/YYYY)	Language of Instruction

## Part 6: Employment History

Please list all your relevant employment history. Please list the latest first.

Name of Employer	Position Held	Commencement Date (DD/MM/YYYY)	Date of Completion (if applicable) (DD/MM/YYYY)	Evidence attached

## Part 7: English Language Test

Please list all your English Language Test result (last 24 months) as part of this application.

Name of the English Proficiency Test					Overall Score	Date Taken (DD/MM/YYYY)
IELTS/PTE	Listening	Speaking	Writing	Reading		
Other (please specify)						

## Part 8: Supporting Documents

Please note that all relevant supporting documents must be provided for the application to be formally processed. If deemed necessary by the Program Coordinator, applicants will be invited to attend a screening interview in person or via video conference (if the applicant is offshore).

Documents Required	Please tick	Comment (if applicable)
Certified Copy of Passport & Visa		
Completed application Form		
Copies of Previous qualifications (certified or original)		
Copy of English Proficiency Test (certified or original)		
Tuition Fee Payment record		
OSHC (receipt or OSHC card),		
Completed GTE Assessment Form (signed and dated)		
Other documents that might support your application e.g. financial sponsor letter, bank letter, payslips		
A Valid Email address of the student and a valid phone number must be provided for the student.		

**Part 9: Are you appointing an agent as part of this application?**

Yes	If Yes, please provide the details below.			
No				
Name of Agent	Name of Agent Staff			
Contact Email of the agent	Contact Mobile/Phone of the agent			
Would you like TACIS to contact your agent directly in relation to this application?	Yes		No	
Other (please specify)				

**Part 10: Are you appointing an agent as part of this application?**

Would you like TACIS to organize OSHC for you? Health cover is not optional (NB: to enter Australia as a student you must have proof of health cover by an Australian provider for yourself and all family members traveling with you).

Overseas Student Health Cover	6 months	12 months
Single		
Family		

**Part 11: Important Note to Applicant**

- The application will not be processed unless all information and supporting documents are provided.
- PLEASE PRINT CLEARLY – It is recommended that you submit your application at **least 12 weeks** before your intended Term start date. Late applications may be considered for the next available intake. If in doubt, please check all program and proposed intake dates as available on TACIS website.
- The completed application form (together with the supporting documents) forms part of a contract between you, as applicant with TACIS.
- Any incorrect information provided in the application may lead to a cancellation of this application, and/or void of any contract relationship between you and TACIS (if applicable). You, the applicant might not be able to reapply to TACIS
- Please note that TACIS MIGHT deliver the courses via online learning due to COVID pandemic or other circumstances.
- Is there any other information that you would like TACIS to consider in processing your application? If yes, please provide the details below:

## Part 12: Applicant Declaration

Declaration	Please tick	Comment (if applicable)
I am willing to pay more than 50 percent of the required application if I am offered a place.		
I have read and understood the relevant course information brochure and other related information as available on TACIS website.		
I confirm that I have read and understood Student Handbook Acknowledgement, Qualification Brochure.		
I confirm that I have read and understood course information as contained in TACIS Qualification Brochure including the program that I am enrolled.		
I confirm that I have been explained about TACIS academic progression policy and procedure, academic integrity and student support services etc.		
I acknowledge that I have been provided with the assessments requirements, course structure, assessment schedule guideline and assessment submission requirements including attendance requirements in some subjects.		
I confirm that I have been provided with related policies and procedures in relation to student at TACIS as contained in Student Handbook.		
I confirm that I have provided my USI to TACIS or I consent TACIS to create a USI on my behalf.		
I am aware that the Department of Home Affairs, Immigration and Citizenship will undertake assessment of visa application as a student to Australia.		
I am aware that any information supplied in this application may be provided to the Department of Home Affairs, and the Department of Education, Skills and Employment or other authorized government agencies.		
I am responsible for the genuine nature of all information that I or my agent have provided on this application form and that of the supporting documents as part of this application.		
I must meet TACIS academic progression requirements throughout my enrolment at TACIS.		
If I am accepted into a TACIS course of studies, I will be obligated to notify TACIS of any change of contact details within 7 days from date of event.		
I must notify TACIS of any leave of absence from lectures or tutorials during my enrolment at TACIS.		
I must meet all the student visa conditions placed onto my visa, if granted. Failure to meet any student visa obligations might lead to cancellation of my enrolment at TACIS, and cancellation of my student visa in Australia by <i>Department of Home Affairs</i>		

<b>Name of Student</b>			
<b>Signature</b>		<b>Date of Signature</b>	