TORRENS UNIVERSITY AUSTRALIA | THINK EDUCATION

Telephone: +61 8 8113 7888
Email: intadmissions@torrens.edu.au

International Student Application Form

1. Personal Details

Title: ☐ Mr. ☐ Mrs. ☐ Miss. ☐ Other.

Gender: ☐ Male ☐ Female ☐ Other

Family Name: _____

Given Names: _____

Preferred Name: _____

Date of Birth: _____

Country of Birth: _____

Country of Citizenship: _____

Passport Number: _____

Email Address: _____

Will you be applying for your Australian Student Visa :

If you currently hold an Australian Visa please provide a copy with your application

☐ Offshore (outside Australia)
☐ Onshore (within Australia)

Visa Expiry: (DD/MM/YYYY): _____

2. English Language Proficiency

All applicants must demonstrate an acceptable level of English language to gain admission to Torrens University Australia. Please refer to our English Language Proficiency requirements, answer the following questions and provide certified evidence if required.

Is English your first language? ☐ Yes ☐ No, my first language is: _____

How well do you speak English? ☐ Very Well ☐ Well ☐ Not Well ☐ Not at All

Have you completed an English language proficiency test?* ☐ Yes ☐ No

What test score do you hold ☐ IELTS ☐ TOEFL ☐ PTE ☐ Other Score: _____

*Note that your English Language Proficiency Test must be no more than two years old at the time of commencement of your program and a certified copy of results must be provided.

3. Employment

Current Employment Status:

- ☐ Full-time employee
- ☐ Employer
- ☐ Part time employee
- ☐ Self-employed
- ☐ Employed - unpaid worker in family business
- ☐ Unemployed seeking full time work
- ☐ Unemployed seeking part time work
- ☐ Not employed and not seeking employment

Main Reason For Undertaking Course:

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

Are you in Australia? ☐ Yes ☐ No Year of Arrival in Australia: _____

Do you have any pre-existing learning difficulties, disabilities or other conditions, for which additional assistance will be required?

☐ Yes ☐ No

(If yes, please attach all relevant documents to your application. This information will be confidential and will not affect your admission to the area of study for which you are applying.)

4. Education

Are you still attending secondary school? ☐ Yes ☐ No

Did you complete year 12 in Australia? ☐ Yes ☐ No ATAR/UAI/OP score: _____

What is your highest completed education level? _____ Year of completion: _____

Please list all studies you have undertaken including high school, bridging/preparation course, Vocational and Education Training courses, and university or college. Certified copies of qualifications and transcripts, including a certified translation if the original documents are not in English, must be attached to this application.

Course / Program	Institution	Start Date	End Date

Have you undertaken any studies in Australia? ☐ Yes ☐ No

If yes, please send ALL confirmations of enrolment (COEs) together with this application.

Educational Qualifications of Parents:

Parent 1: _____

Parent 2: _____

Have you ever been excluded from a course/program and/or institution? ☐ Yes ☐ No

(If yes, attach details including effective dates)

5. Course Selection

Which location would you like to enrol at?

☐ Sydney ☐ Adelaide ☐ Melbourne ☐ Brisbane ☐ Online

What courses you would like to study and when would you like to commence:

Course 1: _____ Start Date: _____

Course 1: _____

Course 1: _____

Course fees, dates, delivery options and course codes including codes for vocational courses can be found on the Schedule of Fees and Dates form at **torrens.edu.au/about/policies**

*Not all courses are available at all campuses. Please refer to the appropriate International Course Guide.

Do you wish to apply for Course Credit: ☐ Yes ☐ No
(Based on previous academic study or informal learning)?

If yes, please complete the Credit Transfer Request Form and attach to this application together with the certified documentation as advised in the form.
If unknown, please contact your International Recruitment Manager to find out if any prior learning you have completed will assist in a credit transfer.

6. Contact Details

Permanent overseas address (Mandatory): _____

City: _____ State: _____ Postcode: _____

Country: _____ Overseas Phone: _____

Australian Address (must be provided - can be agent or similar):

Address: _____

City: _____ State: _____ Postcode: _____

Telephone: _____ Mobile Phone: _____

Student Email (Mandatory): _____

Emergency Contact:

Name: _____ Relationship: _____

Emergency Contact Number: _____

7. Overseas Representative Details (If applicable)

If you are applying through an agent, you should ensure that your agent is registered with Torrens University Australia to avoid delays in your application.

Name of Overseas Representative (Agent)	
Name:	Email:
Country:	Phone Number:

8. Overseas Student Health Care

Do you require OSHC to be arranged? ☐ Yes ☐ No

If Yes: ☐ Single ☐ Couples ☐ Family

*For couples and family OSHC please provide passports of additional policy holders.
*If arranging own OSHC please provide a copy of your OSHC policy

9. Declaration And Signature

Torrens University Australia Final Declaration:

1. The information provided by me in this application form is correct and complete.
2. I can view the current Policies and Procedures online at http://torrens.edu.au/about/policies including the Refund Policy and Procedure, Student Privacy Policy and Procedure, Deferral Policy and Procedure, Suspension and Expulsion Policy and Procedure and the Terms and Conditions of Enrolment. I can contact my Course & Career Advisor or Agent if I would like a paper copy sent to me.
3. If I instruct an agent to complete this application form on my behalf, I do so on the basis that the agent is acting for me and is authorised to release my personal information and visa documentation relevant to my application and it remains my responsibility to read and accept the terms and conditions of my enrolment.
4. I authorise the University to verify the authenticity of my academic/professional qualifications and my work experience and I understand the University may inform other organisations or regulatory agencies if any of the information in my application is not accurate.
5. I authorise the University to complete a visa check using the Visa Entitlement Verification Online system.
6. I understand that enrolment in the University will require compliance with the provisions established by the Australian Government for fee-paying overseas students which include the following:
7. Temporary entrant to Australia, if granted, will be for study purposes only;
8. I will be permitted to continue my study in Australia only if I make satisfactory progress in my program;
9. I understand that I must inform the University of my Australian residential address and telephone number at the time of my enrolment; and
10. I will promptly advise the University of any changes to these details while enrolled at the University.
11. By submitting this application,I agree to the above declaration.

☐ I acknowledge that I have read and understood Torrens University Australia's policies and procedures. By ticking this box and submitting my application, I agree to be bound by the University's policies and procedures as they may be updated from time to time and I consent to the collection, processing, storage, use and disclosure of my personal information to the extent set out in the University's privacy policy.

Think Final Declaration:

1. The information provided by me in this application form is correct and complete.

2. I can view the current Policies and Procedures online at think.edu.au/studying-at-think/policies-and-procedures including the Refund Policy and Procedure, Student Privacy Policy and Procedure, Deferral Policy and Procedure, Suspension and Expulsion Policy and Procedure and the Terms and Conditions of Enrolment. I can contact my Course & Career Advisor or Agent if I would like a paper copy sent to me.

3. If I instruct an agent to complete this application form on my behalf, I do so on the basis that the agent is acting for me and is authorised to release my personal information and visa documentation relevant to my application and it remains my responsibility to read and accept the terms and conditions of my enrolment.

4. I authorise the College to verify the authenticity of my academic/professional qualifications and my work experience and I understand the College may inform other organisations or regulatory agencies if any of the information in my application is not accurate.

5. I authorise the College to complete a visa check using the Visa Entitlement Verification Online system.

6. I understand that enrolment in the College will require compliance with the provisions established by the Australian Government for fee-paying overseas students which include the following:

7. Temporary entrant to Australia, if granted, will be for study purposes only;

8. I will be permitted to continue my study in Australia only if I make satisfactory progress in my program;

9. I understand that I must inform the College of my Australian residential address and telephone number at the time of my enrolment; and

10. I will promptly advise the College of any changes to these details while enrolled at the College.

11. By submitting this application,I agree to the above declaration.

☐ I acknowledge that I have read and understood Think Colleges' policies and procedures. By ticking this box and submitting my application, I agree to be bound by the Colleges' policies and procedures as they may be updated from time to time and I consent to the collection, processing, storage, use and disclosure of my personal information to the extent set out in the College's privacy policy.

I have read and understood the above conditions and accept them fully.
(Must be signed personally by applicant, not the applicant's representative)

Signature: _____

Date: _____

If you are under 18 at the time of applying, the signature of a Parent or Guardian is also required.

Signature: _____

Date: _____

Genuine Temporary Entrant (GTE) Form

Education Agency Details

Agency Name: _____

Name of Counsellor: _____ City & Country of Agency: _____

Applicant's contact information

Student's First Name: _____ Student's Family Name: _____

Date of Birth: _____ Nationality: _____ Country of Residence: _____

Persons to be included on the visa application

Dependant #1 ☐ Spouse/partner ☐ Child ☐ Parent ☐ Other

Name: _____ Date of Birth: _____

Dependant #2 ☐ Spouse/partner ☐ Child ☐ Parent ☐ Other

Name: _____ Date of Birth: _____

Dependant #3 ☐ Spouse/partner ☐ Child ☐ Parent ☐ Other

Name: _____ Date of Birth: _____

Date applicant graduated from High School: _____ Most recent qualification obtained: _____

Applicant visa history

Has the applicant ever applied for a visa (any subclass) to any of the following countries? Tick multiple if applicable

☐ Australia ☐ Canada ☐ USA ☐ UK/Ireland/Scotland ☐ No

Has the applicant or ANY dependants ever been refused a visa (to any of the countries in the previous question)?

☐ Yes ☐ No

If yes, please attach documentation

Has the applicant or dependant ever visited Australia and breached any visa conditions? (e.g. not departing by their visa end date)

☐ Yes ☐ No

If yes, please provide details: _____

Does the applicant have any relatives in Australia?

☐ Yes ☐ No

If yes, what is their relationship to the applicant? _____

Agent Validation confirmation

Details of applicant and any dependants match their passport and enrolment form	☐ Yes	☐ No
Applicant meets (or is in process of meeting) the English and academic entry requirements	☐ Yes	☐ No
All supporting documentation including transcripts submitted by the applicant are authentic	☐ Yes	☐ No
Applicant showed genuine interest in the study and related industry	☐ Yes	☐ No
Applicant presented strong arguments why he/she chose to study in Australia instead of their home country	☐ Yes	☐ No
Applicant clearly explained the relevance of the course to their academic background and career plans.	☐ Yes	☐ No
Can the applicant demonstrate that the cost of investment in studies in Australia will be paid off upon returning home (through increased salary / earnings) in a reasonable timeframe (3-4 years)	☐ Yes	☐ No
Applicant is aware of 1) the tuition fees 2) has read student visa living costs and evidence of funds section on the Australian Immigration website 3) has sufficient funds for the duration of the course www.studyinaustralia.gov.au	☐ Yes	☐ No

Confirmation of support documentation

The following support documents are included with this SVP student profile:

Application Form	☐ Yes	☐ No
Copy of Passport	☐ Yes	☐ No
Statement of Purpose	☐ Yes	☐ No
Academic transcripts (certified and translated into English)	☐ Yes	☐ No
Evidence of financial support including payslips e.g. historical proof of employment, bank statements, loan confirmation letter, scholarship nomination (if the student is not financially independent, sponsor's evidence is required)	☐ Yes	☐ No
Parent / Guardian approval	☐ Yes	☐ No

Agent declaration

I, confirm that the above applicant has been counselled and interviewed by me with regards to the criteria in this checklist and declaration form. I also confirm that documents attached to this form are genuine and have been verified by myself.

Declaration of financial capacity

The financial support documentation funds have been verified as authentic original documents and the applicant has been counselled in their native language.

Name: _____ Signature: _____

Company/Agency: _____ Date: _____

Manager / Supervisor Name: _____ Signature: _____

Send the completed Application Profile together with the Application Form and supporting documents to **intadmissions@torrens.edu.au**

Information is collected on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2007; to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practise for Registration Authorities and Providers of Education and Training Overseas Students 2007. Information collected about you on this form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the TPS Director. In other instances information is collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law.

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10. Checklist

Please ensure you complete the checklist as assessment of your application will be delayed without full information.

Check that you have:

- ☐ Completed Application Form
- ☐ Attached certified copies of all required documentation
    - ☐ Equivalent of the Australian year 12 (High School Certificate, Secondary School Certificate)
    - ☐ Current Passport
    - ☐ Visa (If in Australia already)
    - ☐ Overseas Student Health Cover (OSHC) (If in Australia already)
    - ☐ English Test Results (If applicable)
- ☐ Signed the declaration (page 4 of this form)
- ☐ Provided an email address and Australian phone number
- ☐ Credit Transfer Form (If applicable) Transcripts must be attached with this form
- ☐ Portfolio Submission - electronic file preferable (Applicable only for Media Design Applications)
- ☐ CV which must have a minimum of 3 years work experience (Applicable only for Masters Courses)

11. Submitting Application

Please submit your application by doing ONE of the following:

Mailing to:
Torrens University Australia
GPO Box 2025
Adelaide, SA, 5001
or through an authorised representative (agent)

Contact Details:
intadmissions@torrens.edu.au
Telephone: +61 8 8113 7888

Successful applicants will be sent an offer of place which must be signed and returned to International Admissions, along with payment of a tuition deposit. Once payment has been received, a Confirmation of Enrolment (CoE) will be issued and this is the document required for processing your Student Visa application.

Information is collected on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2007; to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practise for Registration Authorities and Providers of Education and Training Overseas Students 2007. Information collected about you on this form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the TPS Director. In other instances information is collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law.
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Guidelines For Documentation Certification

The following guidelines are applicable to the certification of any documents being submitted to the University.

What is a certified document?

A certified document is a scanned copy of photocopy of an original document, which is certified by an authorised certifier to show this it is an authentic copy of the original document.

How to certify a document

Authorised certifier to show that this is an authentic copy of the original document:

- Write "I certify this to be a true copy of the original document sighted by me"
- Sign and date the document
- Include their full name
- Indicate the capacity to certify documents (e.g. their profession or occupation)
- Provide details that will allow the University to contact them, if necessary

A Justice of the Peace should include their ID number and the State or Territory in which they are registered. For multipage documents, certifiers may sign or initial each page, and number each page in the manner "page 1 of 40", "page 2 of 40" etc. And certify the last page as above, rather than endorsing each page.

Who can certify documents within Australia?	
Health Professionals	Medical Practitioner, Registered Nurse, Dentist, Chiropractor; Pharmacist, Optometrist, Physiotherapist
Legal Professionals	Barrister, Solicitor, Patent Attorney
Court and Law Enforcement Positions	Police Officer, Bailiff, Sheriff, Sheriff 's Officer, Justice of the Peace, Notary Public, Judge, Magistrate, Registrar or Deputy Registrar, Clerk or Master of a court, CEO of a Commonwealth court. Commissioner for Affidavits or Commissioner for Declarations (dependent on jurisdictions).
Government Representatives	Federal, State or Local Government elected representatives
Public Servants	Federal, State or Local Government – employed for five years or more
Finance Professionals	Bank Officer, building society officer, credit union officer, finance company officer – employed for five years or more. Accountant (member of ICA, ASA, NIA or CPA, ATMA, NTAA)
Members of Professional Associations	Member of the Governance Institute of Australia, Engineers Australia (other than at the grade of a student), Australasian Institute of Mining and Metallurgy
Other Professions	An Officer or Warrant Officer in the Australian Defence Force, or a non-commissioned officer with five years of continuous service. Minister of Religion or Marriage Celebrant, Agent of the Australian Postal Corporation, Teacher (full time) at a school or tertiary education institution, Veterinary Surgeon

Outside Australia, the following people are authorised to certify documents:

The official records department of the institution that originally issued the documents

- An Australian Consular Officer or Australian Diplomatic Officer
- Employees of the Commonwealth or the Australian Trade Commission who work outside of Australia
- Registrars of institutions who are members of the Strategic Education, Inc network.
- Registered agents of Torrens University Australia

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