



Est. 1874

## TOORAK COLLEGE

Mount Eliza

### APPLICATION FOR LOCAL STUDENT ENROLMENT

This Application for Enrolment ('Application') is an important document and records some of your contractual obligations to Toorak College ('the School') if your child is accepted as a student. It is recommended that parents keep a copy of this complete document.

#### CONDITIONS OF APPLICATION FOR ENROLMENT

I/We agree to the following terms and conditions in respect to the application for enrolment of our child at Toorak College:

- Application for enrolment must be made on the School's official Application form.
- A non-refundable application fee of \$150 (individual application) or \$275 (family application) and an Extract of Birth (or similar documentary evidence of date of birth) must accompany the Application.
- Parents will be invited to bring their child to the School for an interview with the Principal or their delegate prior to the nominated date of entry. If possible both parents/guardians should attend.
- Admission to the School is conditional upon the Principal being satisfied as to the suitability of the applicant. Parents will be notified, if a place has been reserved for their child at the School.
- The Application is for the year in which the student is enrolled and subsequent years.
- Change of address should be supplied promptly. Failure to do so may result in the School being unable to make contact and cancellation of the Application may result.
- The School reserves the right without prior notice to make changes as it deems appropriate in its course offerings, curricular, co-curricular offerings, teaching policies and other rules affecting its students.
- When making an application for enrolment parents must notify the School of any disability including specific learning or behavioural needs that the child may have and of which the School should be aware and which may require adjustments to be made by the School to meet the child's special needs in relation to education.
- Tuition and Boarding fees are subject to change at the discretion of Toorak College and there will be no dispute, claim or demand in respect of the same.
- This application will be assessed in accordance with the Enrolment Policy

#### PRIVACY STATEMENT

The information provided within this form is collected to satisfy the School's legal obligations especially with regard to its duty of care and to enable the School to provide education for your child. It is used for general purposes as intended under the Enrolment Agreement contract and for development and fundraising within the School Community. It will be used only for the purposes of which it has been provided. By submitting this information you have consented to its use under the information management processes and Privacy Policy at Toorak College, as outlined on the School website.

Toorak College undertakes to enable individuals to examine and authorise changes to any of their personal information, held by the School, by contacting the School or in annual update forms.

*The School' refers to Toorak College  
(Early Learning Centre, Wardle House, Senior School)*

#### ENROLMENT ENQUIRIES

##### AUSTRALIA:

Email: [enrolments@toorake.vic.edu.au](mailto:enrolments@toorake.vic.edu.au)  
Phone: (03) 9788 7234

##### POSTAL ADDRESS:

PO Box 150  
Mount Eliza, VIC, 3930  
Australia

##### CRICOS:

Provider Code: 00349D  
Course code: 005454G (Senior)  
Course code: 097816B (Primary)

## FOR OFFICE USE ONLY

Parent ID

Student ID

Receipt Number

Acceptance Date

Application Received Date

## APPLICANT DETAILS

Surname

Given Names

Gender

Date of Birth

Place of Birth

Nationality

- Aboriginal/Torres Strait Islander

Country of Citizenship

If not an Australian Citizen, please provide passport number and copy of visa

Religious Denomination

Home Language

Present School

Present Year Level

Proposed Year Level    Proposed Year of Entry

 

- Boarder

## VICTORIAN STUDENT NUMBER (VSN)

Does the applicant have a VSN?

- Yes – please specify the number:

- Yes – but the VSN is unknown
- No – the student has never been issued with a VSN

## ADDITIONAL INFORMATION FOR ENROLMENT IN EARLY LEARNING

It is a condition of enrolment that your child is aged 3 (Kindergarten) or 4 (Pre-Prep) by February 1 in the year of commencement.

I wish to enrol my child in the following:

3 YEAR OLD KINDERGARTEN

- 2 Days (Thursday, Friday)
- 3 Days (Monday, Tuesday, Wednesday)
- 3 Days (Wednesday, Thursday, Friday)
- 5 Days (Monday to Friday)

4 YEAR OLD PRE-PREP

- 3 Days (Monday, Tuesday, Wednesday)
- 4 Days (Monday, Tuesday, Thursday, Friday)
- 5 Days (Monday to Friday)

Early Learning places are limited. Priority will be given to those who continue their education in Wardle House. This intention is indicated by payment of a non-refundable \$900 Prep Bond which will be credited against fees for your child upon commencement of their Prep year. Should your child not proceed or commence Prep, the Prep Bond will not be refunded or credited against any fees for that child or any other children who may attend the school.

## MULTIPLE APPLICATIONS

- This is a family application.

To complete additional applications for subsequent siblings, please complete the Local Enrolment Sibling Application Form for all further siblings.

## MEDICAL OR LEARNING NEEDS

As a non-select entry school, Toorak College advocates for the National Disability Standards for Education. In partnership with prospective students and their families, we work to adjust our programs, policies, expectations and standards to suit the needs of the individual student (as per the Disability Discrimination Policy).

Upon submitting an application, it is a condition of our enrolment, that all information pertaining to a student's disability/additional needs, be it physical, social/emotional and/or academic, is stated. Failure to disclose or withholding information and reports, may ultimately result in withdrawal of a position at Toorak College.

## PARENT/ GUARDIAN DETAILS

Please complete details for both parents or guardians.

Applicant resides with:  Both Parents  Parent/Guardian 1  Parent/Guardian 2

### PARENT / GUARDIAN 1

Surname *Mr / Mrs / Ms/ Miss / Dr / Rev (circle)*

Given Names

Relationship to Applicant

Address

*Postcode*

Telephone (*home*)

Telephone (*work*)

Mobile

Email

Primary Occupation

Employer

### PARENT / GUARDIAN 2

Surname *Mr / Mrs / Ms/ Miss / Dr / Rev (circle)*

Given Names

Relationship to Applicant

Address

*Postcode*

Telephone (*home*)

Telephone (*work*)

Mobile

Email

Primary Occupation

Employer

## ADDRESS FOR CORRESPONDENCE

Both Parents

Parent/Guardian 1  Parent/Guardian 2

*if other:*

Relationship to Applicant

Name

Address

*Postcode*

Country

## ADDRESS FOR ACCOUNTS

Both Parents

Parent/Guardian 1  Parent/Guardian 2

*if other:*

Relationship to Applicant

Name

Address

*Postcode*

Country

## FAMILY MEMBERS AT TOORAK COLLEGE

Name(s) of applicant's sibling(s) currently enrolled at Toorak College:

  
  

Name(s) of applicant's sibling(s) currently with an application for enrolment at Toorak College:

  
  

Name(s) of applicant's family who have attended Toorak College in the past:

Name

Relationship to Student

Year of Leaving      House

      

Name

Relationship to Student

Year of Leaving      House

