ENROLMENT DOCUMENTATION

All parent/caregivers of candidates for enrolment are asked to confirm their residential address before enrolment can be offered.

Original documents need to be sighted for enrolment. These will be photocopied and returned.

- **Original birth certificate** for your child (notarised English translation required if original not in English)
- **Passport with current visa** if your child was born overseas (Temporary Visa holders will also need to apply to the Temporary Visa Holders Unit – Telephone 1300 300 229 after acceptance by the School Principal)
- **Current Immunisation Certificate** from the Department of Health (Blue Book not accepted)
- **If both parents born overseas** proof of one parent’s Australian Citizenship and/or Residency Status (eg passport, current visa or citizenship certificate) needs to be provided.

- **Proof of residence** – 3 current documents are required, from the list below
  - **If you own your home** – current council rates
  - Two utility bills (eg electricity, gas, water rates, mobile or landline telephone bill) showing your name and address
  - Electoral Enrolment card
  - House and Contents Insurance document

  OR

  - **If you rent your home** – a current stamped Lease Agreement through a Real Estate Agent or a Statutory Declaration completed by the owner of the property and signed by a Justice of the Peace (owner to supply Council Rates notice) together with a receipt from the Rental Bond Board.
  - Two utility bills (eg electricity, gas, mobile or landline telephone bill) showing your name and address
  - Electoral Enrolment card
  - Contents Insurance document

Students transferring from a Non-Government school will need a confirmation letter showing dates of enrolment.

Luke Witney
Principal