



**Monday  
College**

## ENROLMENT APPLICATION FORM

### Instructions:

- Please print in BLOCK LETTERS when completing information required in each section
- Incomplete applications cannot be processed unless all sections have been completed, supporting evidence attached with the student signature
- Tick boxes were requested and include any required/additional information
- The student must sign the declaration at the end of the Application for Enrolment – International Students to evidence their understanding and agreement with the course(s) selected and the conditions of enrolment
- For information regarding the requirements to be eligible for simplified student visa framework, please go to the following website <https://www.homeaffairs.gov.au/busi/Educ/simplified-student-visa>

### Student details:

Given name/s (including middle name if any):

Surname:

Preferred First Name, if different to the above:

Date of Birth:

DD / MM / YYYY

Gender:

Current residential address Please provide the physical address (street number and name –not post-office box) where you usually reside rather than any temporary address at which you reside for training, work or other purposes before returning to your home. If you are from a rural area, use the address from your states or territory's 'rural property addressing' or 'numbering' system as your residential street address. Building/property name is the official place name or common usage name for an address site, including the name of a building, Aboriginal community, homestead, building complex, agricultural property, park or unbounded address site.

Local Address:

Overseas Address:

Phone Number/s:

Email Address:

Nationality:

Passport  
Number:

Emergency Contact  
Name:

Relationship:

Emergency Contact No:

Do you hold a current  
Australian visa?

Yes  No

If yes, type of the visa:

Expiry Date of the visa:

DD / MM / YYYY

Applicant Type:

Onshore  Offshore



Monday  
College

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### Course Details

Course Code - Course Name	CRICOS Code	Duration
<input type="checkbox"/> BSB80120 - Graduate Diploma of Management (Learning)	116061A	52 Weeks
<input type="checkbox"/> CPC33020 - Certificate III in Bricklaying and Blocklaying	119140M	52 Weeks
<input type="checkbox"/> MSF30322 - Certificate III in Cabinet Making and Timber Technology	119141K	52 Weeks
<input type="checkbox"/> CPC50220 - Diploma of Building and Construction (Building)	119143H	52 Weeks
<input type="checkbox"/> RII50520 - Diploma of Civil Construction Design	119142J	52 Weeks

### Intake Dates

2025	2026	2027	2028
<input type="checkbox"/> 17/11/2025	<input type="checkbox"/> 12/1/2026 <input type="checkbox"/> 13/7/2026 <input type="checkbox"/> 16/2/2026 <input type="checkbox"/> 17/8/2026 <input type="checkbox"/> 13/4/2026 <input type="checkbox"/> 12/10/2026 <input type="checkbox"/> 18/5/2026 <input type="checkbox"/> 16/11/2026	<input type="checkbox"/> 11/1/2027 <input type="checkbox"/> 12/7/2027 <input type="checkbox"/> 15/2/2027 <input type="checkbox"/> 16/8/2027 <input type="checkbox"/> 12/4/2027 <input type="checkbox"/> 11/10/2027 <input type="checkbox"/> 17/5/2027 <input type="checkbox"/> 15/11/2027	<input type="checkbox"/> 10/1/2028 <input type="checkbox"/> 10/7/2028 <input type="checkbox"/> 14/2/2028 <input type="checkbox"/> 14/8/2028 <input type="checkbox"/> 10/4/2028 <input type="checkbox"/> 9/10/2028 <input type="checkbox"/> 15/5/2028 <input type="checkbox"/> 13/11/2028

### Language and Cultural Diversity

Country of birth:	<input type="checkbox"/> Australia [1101] <input type="checkbox"/> Others, Please Specify
Do you speak a language other than English at home? <i>If more than one language, indicate the one that is spoken most often.</i>	<input type="checkbox"/> No, English only [1201] <input type="checkbox"/> Others, Please Specify below:
Are you of Aboriginal or Torres Strait Islander origin? <i>For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes.</i>	<input type="checkbox"/> No <input type="checkbox"/> Yes, Aboriginal <input type="checkbox"/> Yes, Torres Strait Islander

### Disability

Do you consider yourself to have a disability?	<input type="checkbox"/> Yes <input type="checkbox"/> No – go the question about schooling
If you indicated the presence of a disability, impairment or long-term condition, please select the area(s) in the following list. Review the disability supplement to help you select the right area(s).	<input type="checkbox"/> Hearing/deaf 11 <input type="checkbox"/> Physical 12 <input type="checkbox"/> Intellectual 13 <input type="checkbox"/> Learning 14 <input type="checkbox"/> Mental illness 15 <input type="checkbox"/> Acquired brain impairment 16 <input type="checkbox"/> Vision 17 <input type="checkbox"/> Medical condition 18 <input type="checkbox"/> Others 19



**Monday  
College**

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What is your highest COMPLETED school level Tick ONE box only	<input type="checkbox"/> Year 12 or equivalent 12	<input type="checkbox"/> Year 9 or equivalent 09
	<input type="checkbox"/> Year 11 or equivalent 11	<input type="checkbox"/> Year 8 or below 08
	<input type="checkbox"/> Year 10 or equivalent 10	<input type="checkbox"/> Never attended school 02

Are you still enrolled in secondary or senior secondary education?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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### Previous qualifications studied

Have you successfully completed any of the qualifications listed below?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If YES, tick ANY applicable boxes	<input type="checkbox"/> Bachelor's degree or higher degree 008
	<input type="checkbox"/> Advanced diploma or associate degree 410
	<input type="checkbox"/> Diploma (or associate diploma) 420
	<input type="checkbox"/> Certificate IV (or advanced certificate/technician) 511
	<input type="checkbox"/> Certificate III (or trade certificate) 514
	<input type="checkbox"/> Certificate II 521
	<input type="checkbox"/> Certificate I 524
<input type="checkbox"/> Other education (including certificates or overseas qualifications not listed here) 990	

### Employment

<p>Of the following categories, which BEST describes your current employment status? (Tick ONE box only)</p> <p><i>For casual, seasonal, contract and shift work, use the current number of hours worked per week to determine whether full time (35 hours or more per week) or part-time employed (less than 35 hours per week).</i></p>	<input type="checkbox"/> Full-time employee 01
	<input type="checkbox"/> Part-time employee 02
	<input type="checkbox"/> Self-employed – not employing others 03
	<input type="checkbox"/> Self-employed – employing others 04
	<input type="checkbox"/> Employed – unpaid worker in a family business 05
	<input type="checkbox"/> Unemployed – seeking full-time work 06
	<input type="checkbox"/> Unemployed – seeking part-time work 07
	<input type="checkbox"/> Not employed – not seeking employment 08



### Study reason

Of the following categories, select the one which BEST describes the main reason you are undertaking this course/traineeship/apprenticeship (Tick ONE box only)

- To get a job 01
- To develop my existing business 02
- To start my own business 03
- To try for a different career 04
- To get a better job or promotion 05
- It was a requirement of my job 06
- I wanted extra skills for my job 07
- To get into another course of study 08
- For personal interest or self-development 12
- To get skills for community/voluntary work 13
- Other reasons 11

Please complete this section if you believe you are eligible to apply for Recognition of Prior (RPL) or for credit transfer.

*Please note, applying for this will impact your course duration so bear in mind that if this is approved then your course duration will be less than the time outlined on the course brochure. Depending on the amount that your course is reduced your fees may also be reduced.*

I want to apply for a credit transfer for the following unit/s:

I want to apply for RPL for the following unit/s:

If applying for a credit transfer, please attach a certified copy of the Statement of Attainment or Record of Results and Qualification for each unit.

### USI -UNIQUE STUDENT IDENTIFIER

From 1st January 2015, all students undertaking nationally recognised training must have a Unique Student Identifier (USI) and provide that USI to their Registered Training Organisation for verification.

If you do not have a USI number, you can apply directly at <https://usi.gov.au/create-your-usi/> Read the permission statements below and tick if consent is provided I give my permission to Monday College to apply for a USI on my behalf

I agree to provide one of the forms of identity required to create a USI (Australian Driving License, Passport, Non-Australian Passport with Australian Visa, Immi card, Citizenship Certificate, and Certificate of Registration by Descent)

I give permission to Monday College to verify my USI in accordance with section 11 of the Student Identifiers Act 2014, Monday College will securely destroy all personal information which is collected from individuals solely for the purpose of applying for a USI as soon as possible.



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## ENROLMENT APPLICATION FORM

### Condition of Enrolment

**Please read the following conditions carefully before signing.**

Any questions may be referred directly to Monday College for further information before proceeding with the enrolment.

- Only the student signature on this application form will be deemed as valid and agreeing to the course selection including fees and conditions of enrolment.
- Documents which are not in English must translated in English.
- This enrolment will not be processed until Monday College has received a completed and signed copy of this Application for Enrolment.
- Prospective applicants seeking to enrol with Monday College are required to submit acceptable evidence to demonstrate that they meet published entry criteria where required for their chosen course
- Incomplete applications will result in delays in the admission process.
- Successful applicants will receive a Letter of Offer and Acceptance Agreement with course details, conditions of study, payment of tuition and other fees
- Unsuccessful applicants will receive formal notification that their application has been unsuccessful including the reason(s)

### Please make sure the following are attached (if applicable),

- Certified Passport biodata page(s)
- Copy of Overseas or Australian qualification and transcripts (as applicable)
- Certified English Language Evidence (IELTS or another equivalent test)
- Certified copy of year 12 certificate
- Related work experience (if any)
- Copy of current Australian Visa and Copy of current COE (if applicable)
- Course codes or unit outline / syllabus if you are applying for exemptions (credit transfer) or Statement of attainment. (Student must apply within 28 days of their enrolment)
- For offshore applicants: A GTE - Statement of Purpose explaining the reason to studying the course, relevance to previous study / work experience and future goals, reason for choosing Monday College for study and study in Australia rather than home country.
- If you require any language, literacy or numeracy assistance, please provide related evidence

**Please note that in the absence of any of the above documents, your application may be deemed as incomplete or invalid which may not be processed or result in a conditional offer of enrolment. Provide complete applications to avoid any delays.**



### Student Declaration

In signing and submitting this 'Application for Enrolment International Students' the applicant acknowledges:

- I declare that the information submitted with this application is true and complete.
- I acknowledge that failure to provide any document or disclose my academic record may result in Kings Institute of Vocational Studies. revoking an offer or terminating my studies at any stage.
- I authorise Monday College to seek verification of my academic and professional qualifications, and work experience.
- I understand that Monday College. reserves the right to inform other tertiary institutions and regulatory agencies and right to cancel the enrolment if any of the material presented to support my application is found to be false.
- I understand that at the time of enrolment I will be required to supply originals of all documents used to support this application.
- I acknowledge that Monday College. reserves the right to alter any course, subject, admission requirement or fee without prior notice.
- I understand that the personal information I have provided may be released to government agencies as required by law.
- I further understand that it may be disclosed to third parties for the purpose of this application. I also undertake to update about any address/ contact detail change within 5 working days in writing to the institute.
- I acknowledge that I have read and understand the description of the course that I am applying for on Monday College. website.
- I agree to pay the applicable tuition fees prior to COE Issuance, term commencement and subsequent instalments of nominated studies set out on Offer Letter, and I agree to be personally liable to the debt arising from fees owing.
- I understand that Monday College. may seek the services of external debt collection agencies for the collection purpose. I will be liable to pay for any legal or linked charges for any such agencies.
- I authorised Monday College. to access the Australian immigration Visa Entitlements Verification Online (VEVO) system at any time to obtain information on my visa status.
- I declare that I am a genuine temporary entrant and genuine student and that I have read and understood conditions relating to requirements outlined on <http://www.homeaffairs.gov.au>.
- I am aware of the tuition and living costs of my stay in Australia and have the financial capacity to meet such costs for the duration of my course. I will make timely payments of any fees or associated costs.
- I have read and understand the description of the ESOS framework made available at: <https://internationaleducation.gov.au/RegulatoryInformation/Education-Services-for-Overseas-Students-ESOS-Legislative-Framework/ESOSRegulations/Pages/default.aspx>
- I declare that my signature is true and correct I acknowledge and agree to the terms in the student declaration.

Name of applicant

Signature

Date

DD / MM / YYYY



## ENROLMENT APPLICATION FORM

### For Education Agent Use Only

Please tick yes or no in the following Application Checklist Chart (✓)

ITEM	Yes	No
Complete all sections of the application form	<input type="checkbox"/>	<input type="checkbox"/>
Attach certified/verified copy of visa (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
Original supporting documents sighted, and copies stamped by assessing agent	<input type="checkbox"/>	<input type="checkbox"/>
Attach certified/verified copy of passport	<input type="checkbox"/>	<input type="checkbox"/>
Statement of purpose	<input type="checkbox"/>	<input type="checkbox"/>
Attach certified/verified copy of documents.	<input type="checkbox"/>	<input type="checkbox"/>
Applicant has a confirmed source of funding and contingencies in place	<input type="checkbox"/>	<input type="checkbox"/>
Supporting documentation has been sighted and is available upon request.	<input type="checkbox"/>	<input type="checkbox"/>

### Declaration

I declare that:

- To the best of my knowledge the applicant is genuine in making this application and has every intention of completing all courses that have been offered in the study package.
- I have made every effort to verify the authenticity and validity of the documents which form part of this application.
- I am satisfied that the applicant has genuine access to the total funds required while in Australia to cover all travel, overseas student health cover, tuition and living costs for themselves and any accompanying family members.
- The applicant has read and understood the Monday College "Student Handbook".
- I confirm that the student has signed this application form.

### Agent's comments on the application:

Agency Name:

Agent Branch Office:

Agent Staff Member  
Name:

Signature:

Date:

DD / MM / YYYY



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## ENROLMENT APPLICATION FORM

### MONDAY COLLEGE OFFICE USE ONLY

Application Received:

Please include any other comments:

Proposed Course Start Date:

DD / MM / YYYY

Details entered into Axcelerate:

Letter of Offer and Acceptance Agreement issued:

Letter of Offer and Acceptance Agreement Received:

Invoice Issued:

Payment Received:

Payment Received Date:

DD / MM / YYYY