



**SYDNEY  
BUSINESS  
INSTITUTE**

# SYDNEY BUSINESS INSTITUTE INTERNATIONAL STUDENT APPLICATION FORM

## PERSONAL DETAILS

Family Name:	Given Names:
Date of Birth (dd/mm/yyyy):	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
Citizenship:	Country of Birth:
Are you a citizen or permanent resident of Australia?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Mailing Address:	
	Postcode:
<b>International Students only</b>	
Passport No.:	
Visa No.:	
Do you have OSHC (Overseas Students Health Cover)?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Permanent Address in Home Country:	
	Postcode:
Telephone No.:	Mobile No.:
E-mail:	

## TRAINING PROGRAM SELECTION

I wish to enroll in the:

**Diploma of Leadership and Management (CRICOS Code: 113146J) (52 Weeks)**

**Advanced Diploma of Leadership and Management (CRICOS Code: 114741D) (52 Weeks)**

**Diploma of Information Technology (CRICOS Code: 114740E) (104 Weeks)**

### Commencement Dates

I wish to begin on:

- |   |                                       |                                      |  |
|---|---------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> 6 January 2025 | <input type="checkbox"/> 7 April 2025 | <input type="checkbox"/> 7 July 2025 | <input type="checkbox"/> 13 October 2025 |
| <input type="checkbox"/> 5 January 2026 | <input type="checkbox"/> 6 April 2025 | <input type="checkbox"/> 6 July 2025 | <input type="checkbox"/> 12 October 2025 |

### English Language Proficiency Result

Please attach relevant documents showing your current English language level:

- IELTS score \_\_\_\_\_  PTE score \_\_\_\_\_  Other (please specify) \_\_\_\_\_

## EDUCATION BACKGROUND DETAILS

Highest level of education completed. Attach certified photocopies of completed certificates with transcripts.

Name of Qualification	Year	Name of Institute

## REFUND OF TUITION FEES

Enrolment Fee	Non-refundable
<b>Tuition Fees</b>	
Visa refused prior to course commencement	Full refund less enrolment fee of \$350
Withdrawal at least 28 days (prior to agreed start date)	75% refund of tuition fees less administration fee of \$350
Withdrawal less than 28 days (prior to agreed start date)	50% refund of tuition fees less administration fee of \$350
Withdrawal after the agreed start date	No refund
Visa cancelled due to actions of the student	No refund
Visa extension is refused	Return of unused tuition fees
Withdrawal from study - current students	Refund of unused tuition fees (of the following term/s)* *Deferment, Suspension or Cancellation of Enrolment Application Form must be received at least 28 days prior to the commencement of the following term/s
Compulsory Health Insurance (Student visa holders)	Refer to OSHC provider
Airport Pick-up	Full Refund if service cancelled prior to flight arrival

## AGREEMENT

I have read and understood the prospectus and the conditions of enrolment set out in the application form. I have read and agree to the attached fee schedule. I acknowledge and agree to the conditions of enrolment relating to Refund of Tuition Fees.

I declare that all information given is true and complete. I authorise Sydney Business Institute to obtain further official records if necessary from any educational institution I have attended.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Day/ \_\_\_\_\_ Month/ \_\_\_\_\_ Year.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Day/ \_\_\_\_\_ Month/ \_\_\_\_\_ Year

For student under the age of 18, a parent's signature is required

Please note that applications cannot be processed without a signature on this form.

### OFFICE USE ONLY

Date: \_\_\_\_\_ Student Number: \_\_\_\_\_

Accept     Reject     Other

Placement Offer \_\_\_\_\_ Letter Sent \_\_\_\_\_ Assessed by: \_\_\_\_\_

Information collected on the 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 condition of their visa and their obligation under Australian immigration laws generally. The authority to collect the information is contained in the Education Services for Overseas Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to 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 Tuition Assurance Scheme and the ESOS Assurance Fund Manager. Information collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law.