

Enrolment Checklist

Please return the following documents with the enrolment form:

- Student's Birth Certificate or Passport**
- Student's Australian Immunisation Register (AIR)
Immunisation History Statement**
- Parent/Carer's Proof of Residential Address (100 points
required – guidelines regarding documentation is
overpage)**
- Special Religious Education Participation Letter**
- Student Enrolment Agreement**

In addition

*If your child is the subject of family law matters you will need to
provide:*

- Copies of any family law or other relevant court orders**

*If your child has health, disability or other support needs you
will need to provide:*

- Copies of medical/healthcare or emergency action plans**
- Evidence of any disability or other support needs,
including and learning and support plans**

Parent/Carer's Proof of Residential Address (100 points required)

General Guidelines regarding documentation required to verify your residential address:

- **All documents MUST be in the name of the enrolling parent/carer**
- **At least ONE Category A document is required**
- **All documents must be current, and addressed to the property**
- **Personal references are not considered**

	Documentation
Category A 40 points	<input type="checkbox"/> Property Title / Deed, Exchanged contract of sale with settlement date within school year <input type="checkbox"/> Rates Notes showing home address <input type="checkbox"/> Real Estate Agent Residential Lease Agreement for a period of at least 6 months
Category B 20 points	<input type="checkbox"/> Centrelink Documents showing home address <input type="checkbox"/> Private rental agreement for a period of at least 6 months <input type="checkbox"/> Electoral roll statement
Category C 15 points	<input type="checkbox"/> Drivers Licence <input type="checkbox"/> Electricity or Gas Account <input type="checkbox"/> Water Account showing service address <input type="checkbox"/> Telephone Account showing service address <input type="checkbox"/> Motor Vehicle / Marine Vessel / Trailer Documents (Registration / Insurance) <input type="checkbox"/> Bank Account showing home address <input type="checkbox"/> House / Life / Health Insurance Documents <input type="checkbox"/> Superannuation Documents <input type="checkbox"/> Post Office – Mail Redirection <input type="checkbox"/> Statutory Declaration – including student address & how long they have lived there