

WILLIAM CLARKE STARTING MY JOURNEY

PURPOSE OF THIS FORM

If you are a parent or carer use this form to:

- Apply for your child to enter William Clarke College, **and**
- Make an Enrolment Application Registration Fee payment, **and**
- Confirm Enrolment Application Registration fee payment by recording your receipt number in the area provided



IMPORTANT

After making your Enrolment Application Registration Fee payment, you will need to record your receipt number in the space provided at the end of this form. Application is not complete until payment is made and receipt number provided.

FILLING IN THIS FORM

Acrobat Reader:

Fill out the form using Acrobat Reader (not your web browser) to ensure all content is saved correctly. If you don't have Acrobat Reader download here: get.adobe.com/reader/

- Please type directly into the PDF
- Make your Enrolment Application Registration Fee payment via the 'Make a Payment' button on page 4
- Record your Enrolment Application Registration Fee payment receipt number in the box provided on page 4
- Submit the form via email with copies of your child's:
 - birth certificate, and (if applicable)*
 - Australian visa, current proof of Australian Citizenship, or documentary evidence explaining the student's resident status*

Manually:

- Please use black or blue pen
- Print in BLOCK LETTERS
- Make your Enrolment Application Registration Fee payment via the payment portal on the William Clarke College website
- Record your Enrolment Application Registration Fee payment receipt number in the box provided on page 4
- Submit the form via email with copies of your child's:
 - birth certificate, and (if applicable)*
 - Australian visa, current proof of Australian Citizenship, or documentary evidence explaining the student's resident status*



STUDENT DETAILS

Please print details of the student applying to enter the College.

First name

Second name

Family name

Preferred first name (if different to above)

Gender Male Female

Date of birth (dd/mm/yyyy)

Place of birth

Nationality

Is the student Aboriginal or Torres Strait Islander? Yes No

Please attach a copy of your child's:

- i. Birth certificate, and if applicable
- ii. Australian visa, current proof of Australian Citizenship or documentary evidence explaining the student's resident status

Street Address

Suburb

Postcode

With which parent(s) does the student live?

- Both parents at one address
- Mainly Mother
- Mainly Father
- Equal time with both parents at separate addresses
- Guardian
- Other

If a student is offered a place at the College, unless there are Court Orders in place, it is the College's practice to inform both parents of the offer. Therefore we ask that the contact details on pages 2 and 3 be completed as fully as possible.

ENTRY LEVEL

Please tick appropriate entry point.

PREPARATORY

A: Prep: 2 day program **OR**

B: Prep: 3 day program

KINDERGARTEN - YEAR 12

- | | | | |
|---------------------------------------|---------------------------------|----------------------------------|----------------------------------|
| <input type="checkbox"/> Kindergarten | <input type="checkbox"/> Year 1 | <input type="checkbox"/> Year 2 | <input type="checkbox"/> Year 3 |
| <input type="checkbox"/> Year 4 | <input type="checkbox"/> Year 5 | <input type="checkbox"/> Year 6 | <input type="checkbox"/> Year 7 |
| <input type="checkbox"/> Year 8 | <input type="checkbox"/> Year 9 | <input type="checkbox"/> Year 10 | <input type="checkbox"/> Year 11 |
| <input type="checkbox"/> Year 12 | | | |

YEAR OF ENTRY (eg 2020)

Closing date for applications into Preparatory Class is May 31, the year before desired entry. Late submissions for Preparatory School in 2018 should contact the Enrolments Office.

Closing date for applications into Kindergarten, Years 3, 5 and 7 is January 31, the year before desired entry.

For students applying for entry into any Year Group other than Prep, Kindergarten, Years 3, 5 and 7, please see required attachments on page 4.

Applications received after the closing date are accepted and placed on a waiting list.

CURRENT SCHOOL

(if applicable)

School name

Year level

CHURCH ATTENDANCE

Which church is attended by student/family. Church name, denomination and location (eg Kellyville Anglican; St Matthew's Uniting Baulkham Hills; Dural Baptist; Beecroft Presbyterian).

REGULARITY OF ATTENDANCE & INVOLVEMENT

(Please tick appropriate attendance & involvement by the student).

- | | | |
|--|---------------------------------------|--|
| <input type="checkbox"/> Each week | <input type="checkbox"/> Most weeks | <input type="checkbox"/> Monthly |
| <input type="checkbox"/> Family events | <input type="checkbox"/> Baptism only | <input type="checkbox"/> Easter & Christmas only |
| <input type="checkbox"/> Sunday school | <input type="checkbox"/> Youth group | <input type="checkbox"/> Church service only |
| <input type="checkbox"/> Other | <input type="text"/> | |

PARENT DETAILS

Please complete the following details as fully as possible to enable the College to communicate with all people who might have an interest in the student entering William Clarke College.

A. Father Relationship to the student

Natural Step Foster
 Other

Title First name

Family name

Street Address (if different to student address)

Suburb Postcode

Home phone

Mobile

Email

Occupation

Employer

Work phone

Work email

Church attended

Are you an ex-student of the College? Yes No

If yes, when

B. Mother Relationship to the student

Natural Step Foster
 Other

Title First name

Family name

Street Address (if different to student address)

Suburb Postcode

Home phone

Mobile

Email

Occupation

Employer

Work phone

Work email

Church attended

Are you an ex-student of the College? Yes No

If yes, when

Maiden name (if changed since attending the College)

OTHER CAREGIVERS/GUARDIANS

Other significant caregiver / guardian who shares an address with the student. If necessary, please attach another sheet of paper with the details of other caregivers/guardians.

Title	First name
<input type="text"/>	<input type="text"/>
Family name	
<input type="text"/>	
Relationship to the student	
<input type="text"/>	
At which address listed on page 2 of this application does the caregiver reside? <input type="checkbox"/> A <input type="checkbox"/> B	
Home phone	Mobile
<input type="text"/>	<input type="text"/>
Email	
<input type="text"/>	
Occupation	
<input type="text"/>	
Employer	
<input type="text"/>	
Work phone	
<input type="text"/>	
Work email	
<input type="text"/>	
Church attended	
<input type="text"/>	
Are you an ex-student of the College? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, when <input type="text"/>	
Maiden name (if changed since attending the College)	
<input type="text"/>	

SPECIAL NEEDS AND FURTHER INFORMATION

This section **MUST** be completed.

Is there any information about the student's needs or aptitudes which we should know? Yes No

Is there any physical or psychological condition or social situation which may affect the education of the student and/or their safety and/or the safety of others in the College? Yes No

If yes to either question, please attach a letter explaining these needs in detail, including where applicable, Doctors and/or specialist reports / statements and other documentary evidence.

Are there any Court orders or Parenting Plans in force in regard to the student? Yes No

If yes, please attach a copy of the Orders or Plan.

OTHER FAMILY DETAILS

Please list students already enrolled, or previously enrolled, at William Clarke College.

1. First name	
<input type="text"/>	
Family name	
<input type="text"/>	
Date of birth (dd/mm/yyyy)	College House
<input type="text"/>	<input type="text"/>
2. First name	
<input type="text"/>	
Family name	
<input type="text"/>	
Date of birth (dd/mm/yyyy)	College House
<input type="text"/>	<input type="text"/>
Please list other children for whom you have ALREADY submitted Enrolment Applications.	
1. First name	
<input type="text"/>	
Family name	
<input type="text"/>	
Date of birth (dd/mm/yyyy)	
<input type="text"/>	
2. First name	
<input type="text"/>	
Family name	
<input type="text"/>	
Date of birth (dd/mm/yyyy)	
<input type="text"/>	
Please list any other children for whom you might consider applying in the future.	
1. First name	
<input type="text"/>	
Family name	
<input type="text"/>	
Date of birth (dd/mm/yyyy)	
<input type="text"/>	
2. First name	
<input type="text"/>	
Family name	
<input type="text"/>	
Date of birth (dd/mm/yyyy)	
<input type="text"/>	

IMPORTANT INFORMATION

Acceptance of this Enrolment Application and Registration Fee by the College does not constitute an offer of a place in the College or the guarantee of an interview.

Applications for enrolment in K, Year 3, 5 or 7 close on January 31 of the year prior to entry eg applications for Year 3 2020 will close January 31 2019. Enrolment Applications received after January 31 will be processed as 'Late Applications' and placed on a waiting list for casual vacancies.

Applications for enrolment in Prep close on May 31 of the year prior to entry eg applications for Prep 2020 will close May 31 2019. Enrolment Applications received after the May 31 will be processed as 'Late Applications' as above.

REQUIRED ATTACHMENTS

Please note that the following **MUST** accompany this application for it to proceed:

- A copy of a birth certificate, and, if applicable, citizenship papers, Australian Visa, or documentary explanation.
- A copy of immunisation history.
- Documentary evidence where asked for in the application eg. Court Orders, Parenting Plans, specialist reports.
- For students applying for entry into any Year Group other than Prep, Kindergarten, Years 3, 5 or 7, please attach a copy of the TWO most recent school reports, NAPLAN results and a brief statement about your child's hobbies, interests, achievements etc.
- We do not need reports etc for students applying for Kindergarten, Years 3, 5 or 7: these will be requested during the enrolment process.
- A non-refundable Enrolment Application Registration fee of \$110 per student.
- Cheques should be made payable to William Clarke College.

SURVEY

It would help us a great deal for our future development if you could answer these brief questions.

How did you hear of the College?

(Please tick as many as applicable).

- | | |
|--|--|
| <input type="checkbox"/> Friends | <input type="checkbox"/> Neighbours |
| <input type="checkbox"/> Church | <input type="checkbox"/> General 'word of mouth' |
| <input type="checkbox"/> Website | <input type="checkbox"/> Passing by |
| <input type="checkbox"/> Local Advertising | <input type="checkbox"/> School Expo |
| <input type="checkbox"/> Seeing College Students | <input type="checkbox"/> Recommendation from local schools |
| <input type="checkbox"/> Other | <input type="text"/> |

Please indicate five (5) of the MAIN reasons as to why you are applying for a place at the College.

1 = most important reason; 2 = next most important; and so on

- | | |
|---|--|
| <input type="checkbox"/> Christian Ethos | <input type="checkbox"/> Pastoral Care / Welfare |
| <input type="checkbox"/> Student Management | <input type="checkbox"/> Academic Results |
| <input type="checkbox"/> Subject Choice | <input type="checkbox"/> Co-curricula Opportunities |
| <input type="checkbox"/> Affordability | <input type="checkbox"/> Physical Resources |
| <input type="checkbox"/> College Reputation | <input type="checkbox"/> Locality |
| <input type="checkbox"/> Staff | <input type="checkbox"/> Good relationships in the College |
| <input type="checkbox"/> Other | <input type="text"/> |



ONLINE PAYMENT

Click here to make the 'Application Fee' payment online

[MAKE A PAYMENT](#)

Alternatively: wcc.onestopsecure.com/OneStopWeb/enrol/menu



Don't forget to record your receipt number here!

CONFIRMATION OF APPLICATION FOR ENROLMENT

By ticking this box I/we confirm that to the best of my/our knowledge, the information in the Application for Enrolment is complete and correct.

Both parents or legal guardian(s) have provided their full names below and support this application.

Father / Guardian 1

Date

Mother / Guardian 2

Date



CLICK HERE TO SUBMIT YOUR FORM ONLINE

or mail to:

Enrolments
William Clarke College,
PO Box 6010,
Baulkham Hills Business Centre,
NSW 2153

or deliver to:

College Reception
1 Morris Grove, Kellyville

or via email:

apply@wcc.nsw.edu.au

Office Use Only (17/06)

Date Received

Amount

Initials

Data entered