



APPLICATION FORM



Complete the Application Form and return with non-refundable Application Deposit of \$70

1. Personal Information (Please PRINT)

Mr/Mrs/Miss/Ms etc

Family Name:

First Names:

Present Address:

..... Postcode

Phone Home () Work ()

Mobile: Email:

Office Use Only
Date Rec'd ___/___/___
Appl'n Deposit Rec'd Y / N
Accpt'd/Decl ___ Y ___ N
Student No. _____

USI (Unique Student Identifier)

(Please refer to the attached Student USI letter from the Government for instructions on how to obtain your USI)

Date of Birth:

Person to contact in case of emergency: Phone:

Were you born in Australia? Yes No

If no: In what country were you born?

What year did you arrive in Australia?

Are you an Australian citizen? Yes No

What type of visa do you hold? Permanent Humanitarian Temporary

Other

Are you of Aboriginal or Torres Strait Islander origin?

No Aboriginal Torres Strait Islander Both Aboriginal and Torres Strait Islander

2. Application for

Certificate IV in TESOL 10632NAT

Diploma of Language Teaching (TESOL) 10431NAT

Location of Course

Dates of Course

DISCLOSURE

Under certain circumstances The Australian College of Career Development is bound by law to disclose enrolment details for the purposes mentioned in the VETE Act 1991 and ESOS Act 2000. Agencies, such as Commonwealth and State Government departments, will be granted access to enrolment, attendance and study progress details.

3. Educational Background

Schooling

What is the highest COMPLETED school level?

- Year 12 or equivalent
- Year 11 or equivalent
- Year 10 or equivalent
- Year 9 or equivalent
- Year 8 or below
- Never attended school (go to question 3b)

3.1 In which year did you complete this school level?

What suburb/town/locality were you living in if and when you completed Year 12?
 (ONLY if you completed Year 12 within the last 12 months)

..... Postcode:

3.2 Are you still attending secondary school? Yes No

3.3 Have you successfully completed any of the following qualifications? Yes No

If yes, tick and name the qualification. If you think this qualification might entitle you to claim an exemption (Credit) from Unit(s) in The Australian College of Career Development course for which you are enrolling, tick CREDIT.

DATE COMPLETED	Name of Qualification	CREDIT ✓
	Bachelor Degree or Higher Degree	
	Advanced Diploma (or Associate Degree)	
	Diploma (or Associate Diploma)	
	Certificate IV (or Advanced Certificate/Technician)	
	Certificate III (or Trade Certificate)	
	Certificate II	
	Certificate I	
	Certificates other than the above	

Recognition of Prior Learning (RPL): As part of the orientation processes you will be given opportunity to apply for RPL. If you intend to apply for RPL or recognition of another qualification please tick here and an RPL application form will be sent to you.

4. Employment history:

Of the following categories, which BEST describes your current employment status? (Tick 1)

- Full-time employee
- Part-time employee
- Self-employed - not employing others
- Employed – ministry
- Unemployed - seeking part-time work
- Employer
- Employed - unpaid worker in a family business
- Unemployed - seeking full-time work
- Not employed - not seeking employment
- Other

Please show details of the last five (5) years. Use extra pages if needed:

Dates	Nature of Employment	Name of Employer	Position	Motivation for Change

5. Reasons for undertaking this qualification

- To get a job
- To develop my existing business
- To start my own business
- To get a better job or promotion
- To try for a different career in
- Ministry
- It was a requirement of my job
- I wanted extra skills for my job
- To get into another course of study
- For personal interest or self-development
- Other Reasons

6. How did you hear about this ITA course

How did you hear about the ITA TESOL Course

- ITA Website
- English Corner Class
- Your English Corner Website
- Other
- Facebook
- Church Newsletter
- Friend
- ITA Brochure
- Newspaper/Magazine
- ITA Graduate

7. Reasons for choosing ITA

Why did you choose this ITA TESOL Course

- ITA Graduate recommendation
- Mission Focused Course
- Mission Agency referral
- Other
- Friend's recommendation
- Price
- Timing/location

8. Language

Which language do you mainly speak at home?

- English (go to question 7)
- Other please specify

6.1 How well do you speak English: Very well Well Not well Not at all

6.2 Is English language assistance required? Yes No

6.3 Do you have an IELTS score? (for international students) ? Yes: Score No

The course is not suitable for non-native speakers below ISLPR level 4 or IELTS level 6.)

9. Disabilities

Answering these questions will not affect your enrolment. Do you have a disability, impairment or long term medical condition that may affect your studies? Yes No

If yes, please indicate your disability, impairment or long term medical condition by placing a tick in the box.

- Back Injury
- Impaired function of arms/hands
- Impaired hearing – deaf
- Impaired hearing – hard of hearing
- Impaired vision – blind
- Impaired vision – low vision
- Learning disability
- Long-term medical condition
- Mobility impairment – wheelchair
- Neurological condition
- Psychological condition
- Speech impairment
- Other (please specify)

Would you like to receive advice on support services, equipment and facilities that may assist?

Yes No

10. Field Training

This course requires teaching practice in addition to lecture times. Supervisors assist with field training placement. See the course handbook for further details.

Are you available to attend the required field training ? Yes No

11. Working with Children Card

NOTE: This is an adult education course. However if you do seek a field placement you will be required to hold a State Government Children’s Workers Permit pertinent to your state in Australia.

Are you the holder of a Government Children’s Workers permit or equivalent? No Yes

Please attach a photocopy or digital image of this card if you do.

Number..... Expiry Date.....State in which issued.....

- I am aware that ITA will keep my personal information on the database as part of the training. Data will be maintained securely and I can request to update it at any time (Privacy Act).
- I consent for ITA to use my photos taken during the course (including during class, teaching practice and graduation) on the facebook page, website, brochures and other promotional material.
- I consent to receive promotional or feedback emails/SMS from ITA.

DECLARATION:

I have read AUSTRALIAN COLLEGE OF CAREER DEVELOPMENT Student Handbook* (see below for web link) and ITA Handbook (Enrolment Package).

I declare that the information provided in this application is to the best of my knowledge accurate in all respect.

I hereby authorise AUSTRALIAN COLLEGE OF CAREER DEVELOPMENT to use personal information to process and effect my application.

Signature.....

Date.....

Sign or alternatively, return application from your own email address

Important:

Please submit in writing (100- 200 words) your reasons for wanting to do a TESOL course. This must be submitted with enrolment form and deposit.

The Application Fee of \$70 must be paid upon enrolment .

Purchase of a textbook is optional, and the cost of a textbook is not included in the course fee.

Please return to: ITA Course Coordinator
PO Box 47, Toowong Qld 4066
Ph (07) 3369 1296 or 0438 273 954
Email: admin@itateach.com
(Limited placements available - Processed in order of receipt of completed application)

Note: The qualification is awarded by The Australian College of Career Development Provider No: 31980 and is nationally recognised by the Australian Government.

* To access The Australian College of Career Development Student Handbook go to:

- <https://www.edubizint.com/australian-college-of-career-develo>

CHECKLIST

I have also enclosed the following:

- Application deposit
- A digital photograph of myself (similar to a passport photo)
- Statement of reasons for wanting to do a TESOL course

NB Cheques should be made payable to: Intercultural Training Australia Ltd

Direct Deposit Details: Account Name: Intercultural Training Australia Ltd. Bank: Westpac BSB: 034034 Account: 279332
So that ITA correctly credits the money to your fees please email admin@itateach.com the following:
Your name + date and amount deposited + Course you are applying for + course venue (eg Brisbane, Melbourne etc)