



Skilled Up Institute

unfold your career

RTO Number: 40471 | CRICOS Code: 03666M

International Students Application Form

Students should consider this application as an Expression of Interest (EOI).

Please note: Submission of an application does not guarantee admission to the chosen course. Once your application is accepted by Skilled Up, the admissions department will assess it and issue a Letter of Offer and a Student Agreement, which must be signed in order for the offer to be accepted.

Skilled Up Pty Ltd

RTO # 40471 CRICOS # 03666M

Course Details:			
Which course would you like to enrol into?	☐ SIT30821 – Certificate III in Commercial Cookery (CRICOS Course Code: 109875 K) ☐ SIT40521 – Certificate IV in Kitchen Management (CRICOS Course Code: 109551H)	☐ SIT50422 – Diploma of Hospitality Management (CRICOS Course Code: 111010H) ☐ SIT60322 – Advance Diploma of Hospitality Management (CRICOS Course Code: 111011G)	
Preferred Start Date:	☐ As soon as possible From: / / Intake:	☐ Other	
Have you ever studied in Australia?		☐ Yes	☐ No
If yes, please provide details:			
Do you wish to apply for Credit ? <i>If YES, certified copies of transcripts from previous qualifications must be provided with this form, along with a Credit Application Form. Please contact admissions email: enrolments_int@skilled.edu.au</i>		☐ Yes	☐ No
		☐ Maybe I'd like more information	
Do you wish to apply for Recognition of Prior Learning ? <i>If you indicate YES, you will be contacted to discuss this further. Or email to enrolments_int@skilled.edu.au</i>		☐ Yes	☐ No
		☐ Maybe I'd like more information	
Visa Detail:			
Do you already have an Australian Visa that allows you to study here?		☐ Yes ☐ No	
If yes, what type of visa?		☐ Subclass _____ ☐ Other (please specify)	
Completed 6 months of Principle Course study (If applicable)		☐ Yes ☐ No	
If Clicked No, please tick the most appropriate answer		☐ Release Letter ☐ Cancelled COE with email refusal form provide to refuse giving release letter	
Personal Detail:			
1. Enter your full name			
Surname:			
Give names: *			
Email ID:			
Phone Number:			
Address:	State:	Postal Code:	
Passport No:	Start Date:	Expiry Date:	
OSHC Insurance:			
* Please write the name that you used when you applied for your Unique Student Identifier (USI), including any middle names. If you do not yet have a USI and want Skilled Up to apply for a USI on your behalf, you must write your name, including any middle names, exactly as written in the identity document you choose to use for this purpose. See section on the USI in your enrolment form or for more details visit https://www.usi.gov.au/students			

2. Date of Birth	____ / ____ / ____ (dd-mm-yyyy)	3. Gender	☐ Male ☐ Female
Schooling:			
4. What is your highest COMPLETED qualification <i>(tick on box only)</i>			
☐ Master ☐ Bachelor ☐ Year 12 or Equivalent ☐ Year 11 or equivalent Other			
Application Checklist			
Please provide a copy of the following documents with your Expression of Interest (EOI) (you will need to bring the originals to your orientation day for verification): Please tick those that you are providing.			
☐ Valid passport Bio page copy ☐ Valid Student visa or VEVO Copy (if you have one) ☐ High School certificate (Year12 completion certificate) or other relevant certificates ☐ Proof of English Language Proficiency (Please provide IELTS or PTE or any other form of proof) Note: if you don't have IELTS or PTE or any other form of your English language proficiency. Skilled Up will Conduct English test prior to Issue eCoE to assess English Language Proficiency ☐ OSHC card or evidence of OSHC insurance clearly mentioned the start and end date. ☐ Any other relevant documents to support your application which help Skilled Up Admission team to make decisions e.g. resume			
Student Application Declaration:			
☐ I declare that the information I have provided is true and correct, to the best of my knowledge and that it is my responsibility to update Skilled Up, if this information changes during my enrolment ☐ I am aware of the consequences that may arise from providing false, misleading or incomplete information, including the cancellation of my enrolment or the withdrawal of any offer made by Skilled Up Pty Ltd. ☐ I declare that I have read all the policies and procedures available on the skilled up website – skilledup.edu.au ☐ I declare that I have read the student handbook – International			
Student Signature:		Date:	____ / ____ / ____
Printed Name:			
Submitting your form:			
This form is to be completed as Expression of Interest (EOI) to enrol in any Skilled Up course. Please submit your form via email to enrolments_int@skilled.edu.au or drop at Skilled Up Office: 541 King Street, West Melbourne VIC 3003 Note: Submitting this application form does not guarantee admission in your chosen course. Your application will be assessed within 14 days and outcome will be sent to your provided email ID in this form or to your agent. For further details please read the enrolment policy and procedure (www.skilledup.edu.au).			

Agent Detail:					
Please provide your agent details below					
Agent Contact person Name					
Company Name					
Address and Contact No					
Office Use ONLY:					
Application Received Date:	/ /	Forwarded for Assessment	☐ Yes ☐ No	Date	/ /
Application Approved By:			Approval Date		/ /
Offer Letter (OL) & Written Agreement (WA) Sent to Student	☐ Yes ☐ No		OL&WA Sent Date		
Student ID #					
Filling Officer Signature:			Filling Date:		/ /
If not approved, please provide Reason					