



Skilled Up Institute

unfold your career

RTO Number: 40471 | CRICOS Code: 03666M

International Student Application Form

Version: 5.0

Students need to consider this application as an Expression of Interest (EOI). Submission of the application is not guaranteed to get admission on your chosen course. Once your application is accepted by Skilled Up Institute, the admission department will assess and issue a letter of offer including student agreement to accept offer and sign student agreement.



Course Details		
Which course would you like to enroll into?	☐ SIT30821 – Certificate III in Commercial Cookery (CRICOS Course Code: 109875K) ☐ SIT40521 – Certificate IV in Kitchen Management (CRICOS Course Code: 109551H) ☐ SIT50422 – Diploma of Hospitality Management (CRICOS Course Code: 111010H)	☐ SIT60322 – Advanced Diploma of Hospitality Management (CRICOS Course Code: 111011G)
Preferred start date:	☐ As soon as possible ☐ From: ____/____/____ Intake: ☐ Other	
Have you ever studied before in Australia?		☐ Yes ☐ No
If Yes, please provide the 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: admissions@skilledup.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 admissions@skilledup.edu.au</i>		☐ Yes ☐ No ☐ Maybe I'd like more information
Visa details		
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 most appropriate answer		☐ Release Letter ☐ Concurrent Study ☐ Cancelled COE with email refusal from provide to refuse giving release letter. Skilled Up require Statutory Declaration from Student if he/she studying Concurrent study
Note: If you current University Study and Willing to study with Skilled Up with Concurrent Study Please provide a Statutory declaration with your Signed Student Agreement, including your timetable.		
Personal Details		
1. Enter your full name		
Surname:		
Given names: *		
Email ID		
Phone Number		
Address	State: VIC	Postal Code:
Passport No		
OSHC Insurance	Start Date:	Expiry Date:
<i>* 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</i>		



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
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Schooling

4. What is your highest **COMPLETED** qualification (*tick one box only*)

- ☐ Master's
 ☐ 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 decision e.g. resume
☐ Statutory Declaration/timetable (current study) if student willing to study concurrent Study with your existing course.

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 completed 6 months principle course from the previous provider (or provided the release letter or provided statutory declaration/timetable for concurrent study with my other course)
☐ 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.

Student Signature:		Date:	/ /
Printed Name:			

Submitting your form

This form is to complete as Expression of Interest (EOI) to enrol in Skilled Up course. Please submit your form via email to admissions@skilledup.edu.au or drop at Skilled Up Office: **Ground Level 541 King St Melbourne VIC 3003.**

Note: By submitting this **Application form** is not a guarantee to get admission in your chosen course. Your application will be assessed within timeframe and outcome will be send 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					