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# Application for Enrolment

## STUDENT DETAILS

**Name:** ..... Male / Female  
 (Surname) (Christian Names)

**Family Address:** .....  
 ..... Postcode: ..... Family Phone: .....

Date of Birth: ...../...../..... [A copy of the student's birth & immunisation certificates must accompany this application]

**Entry into:** Prep 1 2 3 4 5 6 7 8 9 10 11 12 in 20.....  
 (Please circle) from (2011) (2012) (2013) (2014) (2015) (2016)

**Student resides with:**  Both parents  Mother  Father  Guardian

## PARENT DETAILS

Father/Guardian	Mother/Guardian
Name .....	Name .....
Address (if different from above) .....	Address (if different from above) .....
Mobile ..... Work Phone .....	Mobile ..... Work Phone .....
Occupation .....	Occupation .....
Employer .....	Employer .....
Email .....	Email .....

## SIBLINGS DETAILS

Sibling 1:	Name .....	Date of Birth.....
Sibling 2:	Name .....	Date of Birth.....
Sibling 3:	Name .....	Date of Birth.....
Sibling 4:	Name .....	Date of Birth.....

## RELIGIOUS DETAILS

Religious Denomination

Father..... Mother ..... Child .....

Does your family have a regular commitment to church? YES / NO If Yes, please provide:

Name of Congregation: ..... Suburb .....

**PREVIOUS AFFILIATION**

Any previous affiliation with a Lutheran School? YES / NO  
If YES, please state: .....  
School presently attending (if applicable) , .....

**HOW DID YOU LEARN ABOUT GOOD NEWS LUTHERAN SCHOOL**

Word of mouth  Media  Website  Other .....

- A non-refundable administration fee of \$50 is payable with each student's application

**Payment by Credit Card**

The non-refundable Application for Enrolment Fee of \$50 may be paid by Credit Card using:

Visa  Bank Card  Master Card Card No. .... / .... / .... / .....  
Expiry Date ...../..... Cardholder's Signature .....

**Collection Notice**

The School collects personal information, including sensitive information about students and parents or guardians before and during the course of a student's enrolment at the School. The primary purpose of collecting this information is to enable the School to provide schooling for your son/daughter. This includes satisfying the needs of parents and guardians and the needs of the student throughout the whole period he/she is enrolled. Some of the information we collect is to satisfy the School's legal obligations, particularly to enable the School to discharge its duty of care. Certain laws governing or relating to the operation of schools require that certain information is collected. You may contact the School if you have a question about this. Health information about students is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We require medical reports about students from time to time. If you do not consent to us obtaining this information you must advise us. The School from time to time also has to disclose certain personal information and sensitive information to others. This includes other schools, government departments, Lutheran Church of Australia departments, medical practitioners, publications and people providing services to the School including specialist visiting teachers, sports coaches and volunteers. If we do not obtain the information referred to above we may not be able to enrol or continue the enrolment of your son/daughter. Personal information collected from students is regularly disclosed to their parents and guardians. On occasions it is published in School newsletters and magazines, through group photographs and on our Website. Parents may seek access to personal information collected about them and their son/daughter by contacting the School. However, there will be occasions when access is denied. Such occasions would include where the release would have an unreasonable impact on the privacy of others or where release may result in a breach of the School's duty of care to the student. As you may know the School from time to time engages in fundraising activities. The information received from you may be used to make an appeal to you. (It may also be disclosed to organisations that assist in the School's fundraising activities.) We may include your contact details in a class list and School directory (Yearbook). If you do not agree to this you must advise us immediately. If you provide the School with the personal information of others, such as doctors or emergency contacts, you should inform them that you are disclosing that information to the School and why, that they can access that information if they wish and that the School does not usually disclose the information to third parties.

**SIGNATURES OF BOTH PARENTS/GUARDIANS**

I/We warrant the truth and accuracy on the information provided. I/We have read and agreed to the above Collection Notice terms and conditions. I/We also authorise for Good News Lutheran school staff to contact the previous school listed, if necessary.  
Father/Guardian ..... Mother/Guardian .....  
Date \_\_\_ / \_\_\_ / 20\_\_\_

Once the Application for Enrolment form has been submitted, the following will occur:

- An interview with the Principal will be arranged for both parents and student
- A non-refundable acceptance fee will be payable to secure your child's position at the time an enrolment is accepted. This acceptance fee will be deducted from the first tuition fee invoice.
- Children must be 5 years of age by April 30th of the year of intended enrolment into the Prep class.

**FOR OFFICE USE ONLY**

Date Application Received		Birth Certificate Received	
Application Receipt Number		VISA (if applicable)	
Immunisation Certificate		SAS Student Number	
Interview with Principal			
Position Offered	YES / NO	Position Accepted	YES / NO
Comments			