

# INTERNATIONAL STUDENT APPLICATION FORM



Australian International  
Institute of  
Higher Education

TEQSA Registered in the "Institute of Higher Education" category

## PERSONAL DETAILS (as shown on passport)

Title:		Gender:	Male	Female	Indeterminate
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Given Name:		Family Name:	
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You must write your name according to your passport. If your passport has only one name, add it as the given name, leave the family name empty and tick the box below.

Single Name Only:	<input type="checkbox"/>
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Date of Birth: (dd/mm/yyyy)		Country of Birth:	
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At the time of application, are you in Australia?	<input type="checkbox"/> Yes		<input type="checkbox"/> No
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If yes, year of arrival in Australia:	
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Current Employment Status:	<input type="checkbox"/> Full-time		<input type="checkbox"/> Part-time		<input type="checkbox"/> Casual		<input type="checkbox"/> Unemployed
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## PASSPORT & VISA DETAILS

Country:		Passport Number:	
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Expiry Date: (dd/mm/yyyy)		Citizenship:	
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Do you have an Australian visa?	<input type="checkbox"/> Yes		<input type="checkbox"/> No
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If yes, what is your current visa type?	<input type="checkbox"/> Student		<input type="checkbox"/> Visitor		<input type="checkbox"/> Other:
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If yes, expiry date: (dd/mm/yyyy)	
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If no, where will you apply for a visa?	
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## ADDRESSES

Current Address:			
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Suburb:		State/Province/Division:	
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Postcode:		Country:	
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Phone Number:		Email:	
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Permanent Address in Home Country:			
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Suburb:		State/Province/Division:	
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Postcode:		Country:	
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## EMERGENCY CONTACT DETAILS

Name:			
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Relationship:			
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Address:			
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Suburb:		State/Province/Division:	
Postcode:		Country:	
Phone Number:		Email:	

## COURSE & FEES

Which course are you applying for at AIIHE?

☐ Bachelor of Business (Information Systems) ☐ Bachelor of Business (Marketing)

Which campus are you applying for at AIIHE?

☐ Sydney (NSW) ☐ Brisbane (QLD)

Intake applied: (month/year)

You must tick both boxes below to demonstrate your understanding and consent to both statements.

☐ I understand that the total tuition fee is AU \$48,000 (or AU \$2,000 per subject)

☐ I understand that there is also an AU \$250 non-refundable application fee.

## ENGLISH LANGUAGE PROFICIENCY

Is English your first language? ☐ Yes | ☐ No

If no, what is your first language?

Have you completed any secondary or tertiary studies in English? ☐ Yes | ☐ No

If yes, please provide details:

Please indicate if you have taken any of the following English tests: ☐ IELTS | ☐ TOEFL | ☐ PTE | ☐ Other:

If yes, test score? L: | R: | W: | S: | Overall:

Test Date: (dd/mm/yyyy)

To check if you have met AIIHE's English Language Requirements, please refer to the AIIHE Prospectus available on our website: [www.aiihe.edu.au](http://www.aiihe.edu.au)

## EDUCATIONAL BACKGROUND

Have you completed any qualifications within the last two years in Australia? ☐ Yes | ☐ No

If yes, please mention the qualification name, institute name and graduation year:

Have you studied at High School in Australia? ☐ Yes | ☐ No

If yes, ATAR/ UAI/ OP score:

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Are you currently enrolled in any educational institute in Australia?

☐ Yes | ☐ No

Please list all studies you have undertaken including high school, Vocational and Education Training courses, and university or college below. Certified copies of qualifications and transcripts, including a certified translation if the original documents are not in English, must be attached to this application.

Qualification/ Course	Year Completed	Institution/ School	Location

## CREDIT TRANSFER

If you have studied or are currently studying at another academic institution, you may be eligible for credit towards your degree at the Australian International Institute of Higher Education (AIIHE). Please refer to the AIIHE Credit Policy and Procedure available on our website: [www.aiihe.edu.au](http://www.aiihe.edu.au) for further information.

If you want to apply for credit, please complete the AIIHE Credit Application Form and attach it to this application together with the certified documentation as advised in the form.

Do you wish to apply for credit?

☐ Yes | ☐ No

## OVERSEAS STUDENT HEALTH COVER (OSHC)

It is a requirement that all international students in Australia purchase health insurance coverage for 3 years and 2 months for a 3-year course

Do you currently hold Overseas Student Health Cover (OSHC)?

☐ Yes | ☐ No

If yes, the name of the OSHC provider:

Membership Number:

Expiry date: (dd/mm/yyyy)

If no, do you want AIIHE to arrange health cover for you?

☐ Yes | ☐ No

If yes, please indicate which type of OSHC cover you need:

☐ Single | ☐ Couple | ☐ Family

## UNIQUE STUDENT IDENTIFIER (USI)

International students studying in Australia with an Australian education or training provider need to get a USI to receive their award. If you are already in Australia and applying onshore, please provide your USI number here.

International students cannot create a USI until they have arrived in Australia.

For details about USI, please visit this link: <https://www.usi.gov.au/providers/higher-education>

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If you do not have a USI, please create one at: <https://www.usi.gov.au/>. It is important that you try to find out whether you already have a USI before attempting to create a new one. You should not have more than one USI.

Enter your Unique Student Identifier (USI)

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If you do not have a USI, you can also consent for us to apply for a USI on your behalf.

Would you like us to apply for a USI on your behalf?

☐ Yes (please provide identification as indicated below and sign with the date)

☐ No

If you answered Yes to the previous question, you must provide a copy of one of the acceptable forms of identification. Please attach a copy and indicate which form of ID has been provided.

You also need to tick all three boxes below to provide your consent.

- ☐ Current Australian Driver's Licence | ☐ Australian Passport  
☐ Australian Birth Certificate | ☐ Citizenship Certificate  
☐ Current Medicare Card | ☐ ImmiCard  
☐ Certificate of Registration by Descent  
☐ Non-Australian Passport (with Australian Visa)

☐ I authorise the Australian International Institute of Higher Education (AIIHE) to apply pursuant to sub-section 9 (2) of the Student Identifiers Act 2014 for a USI on my behalf.

☐ I have read and understood the privacy information at <https://www.usi.gov.au/about-us/privacy>

☐ I have read and consent to the collection, use and disclosure of my personal information (which may include sensitive information) pursuant to the information detailed at the website link provided above.

Signature:

Date: (dd/mm/yyyy)

AIIHE will securely keep identification document/s containing personal information to stay compliant with the Privacy Act 1988 and the Student Identifiers Act 2014. AIIHE collects this information from individuals for identity verification, regulatory reporting, student data management, certificate issuance, and other approved purposes. Therefore, section 11(1) of the Student Identified Act 2014 does not apply.

## SUPPORT SERVICES

Do you have a disability, impairment or long-term medical condition that may affect your studies?

☐ Yes | ☐ No

If yes, please identify the nature and write the start date of the disability:

- ☐ 11 Hard of Hearing/Deaf | ☐ 12 Physical Disability  
☐ 13 Intellectual Disability | ☐ 14 Specific Learning Disability  
☐ 15 Mental Health Condition | ☐ 16 Acquired Brain Injury  
☐ 17 Low Vision/Blind | ☐ 18 Medical Condition  
☐ 19 Other Disability | ☐ 20 Neurological Condition  
☐ 99 Other (not specified)

Start date: (dd/mm/yyyy)

If you selected 19 or 99, please write the details below:

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## STUDENT SERVICES

Would you like AIIHE to arrange any of the following services for you? If no, please leave them blank and proceed to the next section.

- ☐ Accommodation assistance/ Homestay  
☐ Airport pickup  
☐ Other, please write details:

## EDUCATIONAL AGENT DETAILS (IF APPLICABLE)

If you are applying through an agent, you should ensure that your agent is an AIIHE-authorised representative. A list of authorised agents has been provided on our website: [www.aiihe.edu.au](http://www.aiihe.edu.au).

Are you applying through an agent?

☐ Yes | ☐ No

Agency Name:

Contact person:

Email:

Phone:

## HOW DID YOU LEARN ABOUT AIIHE?

☐ Agent | ☐ Internet | ☐ Friends/ relatives | ☐ Exhibition/Fair

☐ Other (please explain):

## CHECKLIST – IMPORTANT

Please check that you have:

- |  |  |
|--|--|
| <input type="checkbox"/> Completed all sections of this Application Form   | <input type="checkbox"/> Provided a Statement of Purpose (SOP)   |
| <input type="checkbox"/> Attached certified copies of your passport        | <input type="checkbox"/> Read and signed the Student Declaration below   |
| <input type="checkbox"/> Attached current Australian visa (if applicable)  | <input type="checkbox"/> Attached certified copies of academic certificates and transcripts (translated into English, if applicable) |
| <input type="checkbox"/> Attached evidence of English language proficiency | <input type="checkbox"/> OSHC details (if applicable)  |

**Note:** Documents can be certified by an AIIHE representative, authorised agent, Justice of the Peace, Public Notary, Australian Embassy or Consulate.

## STUDENT DECLARATION

Please read and tick the following to indicate your understanding and consent:

- ☐ I declare that the information provided in this Application Form is true and correct, and the academic records provided are a true record of my academic results.
- ☐ I confirm that I have read and fully understand the requirements of the course as outlined on the AIIHE's website.
- ☐ I authorise the Australian International Institute of Higher Education (AIIHE) to obtain enrolment and academic information from any of my previous or current education provider/s.

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☐ I declare that I have accessed information regarding the costs related to studying at AIIHE on [www.aiihe.edu.au](http://www.aiihe.edu.au), and that I have accessed information regarding the living costs in Australia for me and any dependents accompanying me published by the Australian Government at [www.studyinaustralia.gov.au/en/study-costs](http://www.studyinaustralia.gov.au/en/study-costs).

☐ I declare that I have adequate funds available to cover tuition fees, ancillary costs and living expenses for myself and any dependents travelling with me.

☐ I consent to information collected about me on this form being disclosed if authorised or required by law and/or the Australian Government and/or designated authorities authorised by AIIHE in accordance with its Personal Information and Privacy Policy and Procedure, available at [www.aiihe.edu.au](http://www.aiihe.edu.au).

☐ I declare that I will be over 18 years of age by the date my enrolment status is confirmed at AIIHE.

☐ I understand that giving false or incomplete information may lead to the refusal of my application or cancellation of enrolment.

☐ I understand that if I have applied through an approved AIIHE agent, all correspondence relating to my application will be forwarded to that agent.

☐ I authorise AIIHE to verify the information I provided with other institutions, and from the Australian Department of Home Affairs and the Department of Education.

☐ I will notify AIIHE immediately if there is any change to the information I have provided in this application.

☐ (OPTIONAL) I consent to the use of my testimonials, photos, and audio/video recordings for marketing, promotional and advertisement purposes by the Australian International Institute of Higher Education (AIIHE) in future.

Applicant's Full  
Name:

Signature:

Date: (dd/mm/yyyy)

## SUBMITTING AN APPLICATION

**Please return this completed form to:**

- Email: [admissions@aiihe.edu.au](mailto:admissions@aiihe.edu.au), or
- Addresses:
  - Sydney: Level 8, 540 George Street, Sydney, NSW 2000
  - Brisbane: Level 23-24, 343 Albert St, Brisbane, QLD 4000
- Through an authorised agent/ representative.

## HOW TO APPLY & COMMENCE YOUR STUDY

1. Complete the Application Form, available on the AIIHE website, [www.aiihe.edu.au](http://www.aiihe.edu.au)
2. Offshore international students may apply through an authorised AIIHE agent. To find a list of our approved agents, please visit [www.aiihe.edu.au](http://www.aiihe.edu.au). Offshore students will be requested to complete an additional GS (Genuine Student) form.
3. Submit the application with the documents mentioned in the Checklist section above.
4. AIIHE will assess the application and will notify you of the outcome. Accepted students will receive a Letter of Offer and Written Agreement.
5. To enrol in the course, students MUST accept and sign the Letter of Offer and Written Agreement and submit the payment as specified therein.
6. International students will receive a Confirmation of Enrolment (CoE) in order to apply for a student visa.
7. All students will be required to participate in the orientation program.