

# Application for enrolment



**MERIDEN**  
AN ANGLICAN SCHOOL FOR GIRLS

Meriden girls make their marks. 

## HOW TO ENROL

Subject to available places, Meriden offers enrolment places up to two years prior to the year of entry. Where possible, preference is given to siblings of students already attending the School, descendants of Meriden Old Girls and children of current staff members. The School reserves the right to offer enrolment places to students on the waiting list according to the requirements of the School's academic and cocurricular programs.

In order to be enrolled at Meriden, a student must take part in, and be accepted through, the School's interview process.

The steps in the enrolment process are listed below.

### 1 APPLICATION

Complete this Application for Enrolment form, ensuring the Declaration in Section E is signed and dated. Return the form to the School together with the following:

- Enrolment Application Fee (non-refundable)
- Certified copy of student's birth certificate
- Copy of official immunisation history
- Copy of student's most recent school/preschool/childcare learning centre report and NAPLAN report (if applicable)
- Copy of Family Court orders (if applicable)
- Where applicable, copies of additional educational or medical assessment reports which are relevant to the student's educational needs
- Copy of Parent's Visa Grant Notice (if applicable). A Visa Grant Notice only applies to parent/s who are not Australian citizens or permanent residents of Australia but are currently residing in Australia.

International students must also provide:

- Copy of student's passport
- Copy of assessment of English competence report from AEAS or equivalent organisation
- Copy of Family Census (translated to English) showing relationship of student's guardian.

Please note that application for enrolment does not in itself constitute enrolment.

### 2 INTERVIEW

Upon receipt of the Application for Enrolment form and application fee, the student will be placed on our list of applicants for the relevant year of entry. During the two years preceding the commencement date, an interview process will be undertaken with a senior member of staff. (Please note, that it can take several months to interview all applicants.)

### 3 LETTER OF OFFER

Following the interview process, the Principal will write to notify you of the result of your enrolment application. Enrolment is offered in accordance with Meriden's Policy and Procedures of Enrolment.

### 4 ACCEPTANCE OF OFFER

If successful, the student's place is secured upon receipt of an Acceptance of Offer form together with the enrolment fee. The enrolment fee is considered a firm commitment and is non-refundable. All enrolments are subject to acceptance of Meriden's Conditions of Enrolment.

### 5 COMMENCEMENT DETAILS

You will be notified of commencement dates, orientation days and any other relevant details in the term prior to commencement.

### 6 TUITION FEES

Tuition fees are payable in accordance with the date displayed on the fees notice. In the case of international students, fees are payable in accordance with government regulations.



**SECTION B: PARENTS/LEGAL GUARDIAN INFORMATION**

FATHER'S DETAILS				MOTHER'S DETAILS			
SURNAME	MR/DR/PROF/REV			SURNAME	MISS/MRS/MS/DR/PROF/REV		
GIVEN NAME				GIVEN NAME			
COUNTRY OF BIRTH	<input type="checkbox"/> Australian Citizen <input type="checkbox"/> Australian Permanent Resident <input type="checkbox"/> Other (provide visa details)			COUNTRY OF BIRTH	<input type="checkbox"/> Australian Citizen <input type="checkbox"/> Australian Permanent Resident <input type="checkbox"/> Other (provide visa details)		
	Visa Type _____		Visa Expiry _____		Visa Type _____		Visa Expiry _____
	Visa No. _____				Visa No. _____		
RESIDENTIAL ADDRESS				RESIDENTIAL ADDRESS			
			POSTCODE				POSTCODE
	COUNTRY				COUNTRY		
TEL (HOME)							
TEL (BUS)							
MOBILE							
EMAIL				EMAIL			
POSTAL ADDRESS				POSTAL ADDRESS			
			POSTCODE				POSTCODE
OCCUPATION				OCCUPATION			
EMPLOYER				EMPLOYER			
RELATIONSHIP BETWEEN BIOLOGICAL PARENTS				Married <input type="checkbox"/> De facto <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Mother Deceased <input type="checkbox"/> Father Deceased <input type="checkbox"/>			
STUDENT LIVES WITH				Both parents <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Grandparent/s <input type="checkbox"/> Other <input type="checkbox"/> please specify _____			
FULL NAME OF STEP-FATHER/STEP-MOTHER (IF APPLICABLE)							
PARENTING AND CUSTODY ARRANGEMENTS							
Where the parents are not living together, or where both of the parents named above are not the biological parents of the child, please provide details of parenting, custody or guardianship arrangements as applicable. If Family Court Orders exist, a copy of the Order must be provided with this application.							
LANGUAGES SPOKEN AT HOME OTHER THAN ENGLISH							
NAMES AND AGES OF STUDENT'S SIBLINGS	NAME		AGE		CURRENT SCHOOL		
	1				Male <input type="checkbox"/>	Female <input type="checkbox"/>	
	2				Male <input type="checkbox"/>	Female <input type="checkbox"/>	
	3				Male <input type="checkbox"/>	Female <input type="checkbox"/>	
	4				Male <input type="checkbox"/>	Female <input type="checkbox"/>	
DETAILS OF FAMILY MEMBERS OR RELATIVES WHO HAVE ATTENDED MERIDEN	FULL NAME		SURNAME WHILE AT MERIDEN		RELATIONSHIP TO STUDENT	YEAR OF GRADUATION	HOUSE



**SECTION D: PAYMENT DETAILS**

PAYMENT OPTIONS	Cheque or money order, made out to Meriden School <input type="checkbox"/> Cash <input type="checkbox"/> Visa* <input type="checkbox"/> Mastercard* <input type="checkbox"/> Amex* <input type="checkbox"/>					
AMOUNT PAID	\$					
CARD NUMBER				EXPIRY		
NAME ON CARD						
CARDHOLDER'S SIGNATURE				DATE	2 0	

*\*A charge applies to credit card payments*

**SECTION E: DECLARATION**

I/We hereby apply to enrol the above student at Meriden.  
 I/We understand that acceptance of this Application form by the School does not constitute enrolment of the student.  
 Should the student be accepted for enrolment at Meriden, I/we undertake to conform to the School's regulations and Conditions of Enrolment.  
 I/We authorise the School to contact the child's doctor and previous School if deemed necessary in relation to this application.

SIGNATURE OF MOTHER/GUARDIAN				DATE	2 0	
SIGNATURE OF FATHER/GUARDIAN				DATE	2 0	

**SECTION F: AGENCY ASSISTANCE**

The following information should only be completed if an agent or agency is assisting with this enrolment application.

AGENCY NAME			AGENT'S FULL NAME		
ADDRESS					
TEL			FAX		
			EMAIL		

**SECTION G: CHECKLIST**

- Please ensure that all required documents and the application fee are forwarded together with this completed application form.
- Enrolment Application Fee (non-refundable)
  - Certified copy of student's birth certificate
  - Copy of immunisation history from Medicare Australia or equivalent overseas organisation
  - Copy of student's most recent school/preschool/child care learning centre report and NAPLAN report (if applicable)
  - Copy of Family Court orders (if applicable)
  - Where applicable, copies of additional educational or medical assessment reports which are relevant to the student's educational needs
  - Copy of Parent's Visa Grant Notice (if applicable). A Visa Grant Notice only applies to parent/s who are not Australian citizens or permanent residents of Australia but are currently residing in Australia
  - Copy of student's passport (International students only)
  - Copy of language school reports (International students only)
  - Copy of Family Census (translated to English) showing relationship of student's guardian (International students only)

**GENERAL INFORMATION**

HOW DID YOU FIND OUT ABOUT MERIDEN?	<input type="checkbox"/> Family association <input type="checkbox"/> Referral <input type="checkbox"/> Meriden website <input type="checkbox"/> Advertisements <input type="checkbox"/> School guides and listings <input type="checkbox"/> Other  
-------------------------------------	--

**PRIVACY STATEMENT**

The information supplied on this form is required by Meriden to manage the enrolment application. No personal information will be disclosed outside the School without your express consent, except where required by law. A copy of Meriden's Privacy Policy is available on the Meriden website.

**RETURN TO:**

**The Registrar, Meriden**  
**10-12 Redmyre Road, Strathfield NSW 2135 Australia**

For further information contact The Registrar at Meriden on (61 2) 9752 9444 or enquiries@meriden.nsw.edu.au

**OFFICE USE ONLY**

Date received
Receipt Number