



# Victory College

## STUDENT APPLICATION – MIDDLE COLLEGE (Yrs 7 – 9)

### STUDENT DETAILS: (as stated on Birth Certificate)

|  |                       |                                       |                      |
|--|-----------------------|---------------------------------------|----------------------|
| Family Name:   |                       | Child's Family Name to be known as:   |                      |
| Given Names:   |                       |                                       |                      |
| Preferred Names:   |                       |                                       |                      |
| Previous Surnames:   |                       |                                       |                      |
| Home Address:  |                       |                                       |                      |
| Has student previously been enrolled at this school? YES / NO  |                       |                                       |                      |
| Date of Birth:   | Country of Birth:     | Home Language (if other than English) | Student Mob No:      |
| Sex: Male/Female   | Distance from school: |                                       | Travel Arrangements: |
| Is the student of Aboriginal or Torres Strait Islander origin?<br>(For persons of both Aboriginal and Torres Strait Islander origin mark both "Yes" boxes) |                       |                                       |                      |
| <input type="checkbox"/> No  |                       |                                       |                      |
| <input type="checkbox"/> Yes, Aboriginal   |                       |                                       |                      |
| <input type="checkbox"/> Yes, Torres Strait Islander   |                       |                                       |                      |

### Origin Details:

|  |                              |
|--|------------------------------|
| Origin: Qld State / Qld Non-State / Interstate / Overseas / other      |                              |
| Present year level:  | Year level to enter College: |
| School last attended or now attending:                                 |                              |
| Name: _____  |                              |
| Address: _____   |                              |
| City/State/P.C. _____  | Telephone _____              |
| Has your child made a profession of faith in Christ? _____ When? _____ |                              |

**General Information:**

How did you hear about this College? \_\_\_\_\_

Reason for selecting this College? \_\_\_\_\_

Brothers and Sisters (name &amp; age) \_\_\_\_\_

If these children are school age and do not attend the College, please briefly explain why?  
\_\_\_\_\_  
\_\_\_\_\_**PARENT/CARER 1.**

Are there other family members currently enrolled at this school? YES / NO

|  |   |            |
|--|---|------------|
| Family Name:   | Given Names:  | Title:     |
| Home Address:  |   | Post code: |
| Occupation:  | Work Place/location:  |            |
| Work Phone:  | Work Mobile Phone:  |            |
| Home Phone:  | Home Mobile Phone:  |            |
| Country of Birth:  |   |            |
| Home Language (If other than English):   |   |            |
| Relationship to student: <i>Father / Mother / Carer / Other (specify):</i>   |   |            |
| Email Address: (please print clearly)  |   |            |
| IMPORTANT: The information below is required as per government requirements  |   |            |
| What is the highest year of primary or secondary school the parents/guardians have completed?<br>Year 12 or equivalent..... <input type="checkbox"/><br>Year 11 or equivalent..... <input type="checkbox"/><br>Year 10 or equivalent..... <input type="checkbox"/><br>Year 9 or equivalent or below..... <input type="checkbox"/><br><i>(For persons who have never attended school, mark 'Year 9 or equivalent or below.)</i> | What is the level of the <i>highest</i> qualification the parents/guardians have completed?<br>Bachelor degree or above..... <input type="checkbox"/><br>Advanced diploma/Diploma..... <input type="checkbox"/><br>Certificate I to IV (including trade Certificate)..... <input type="checkbox"/><br>No non-school qualification..... <input type="checkbox"/> |            |

**PARENT/CARER 2: (for details that are the same, write "as above")**

|  |   |            |
|--|---|------------|
| Family Name:   | Given Names:  | Title:     |
| Home Address:  |   | Post code: |
| Occupation:  | Work Place/location:  |            |
| Work Phone:  | Work Mobile Phone:  |            |
| Home Phone   | Home Mobile Phone:  |            |
| Country of Birth:  |   |            |
| Home Language (If other than English):   |   |            |
| Relationship to student: <i>Father / Mother / Carer / Other (specify):</i>   |   |            |
| Email Address: (please print clearly)  |   |            |
| IMPORTANT: The information below is required as per government requirements  |   |            |
| What is the highest year of primary or secondary school the parents/guardians have completed?<br>Year 12 or equivalent..... <input type="checkbox"/><br>Year 11 or equivalent..... <input type="checkbox"/><br>Year 10 or equivalent..... <input type="checkbox"/><br>Year 9 or equivalent or below..... <input type="checkbox"/><br><i>(For persons who have never attended school, mark 'Year 9 or equivalent or below.)</i> | What is the level of the <i>highest</i> qualification the parents/guardians have completed?<br>Bachelor degree or above..... <input type="checkbox"/><br>Advanced diploma/Diploma..... <input type="checkbox"/><br>Certificate I to IV (including trade Certificate)..... <input type="checkbox"/><br>No non-school qualification..... <input type="checkbox"/> |            |

**NATURAL FATHER/MOTHER (IF NOT LIVING AT THE ABOVE ADDRESS)**

|  |   |            |
|--|---|------------|
| Family Name:   | Given Names:  | Title:     |
| Home Address:  |   | Post code: |
| Occupation:  | Work Place:   |            |
| Work Phone:  | Work Mobile Phone:  |            |
| Home Phone:  | Home Mobile Phone:  |            |
| Country of Birth:  |   |            |
| Home Language (If other than English):   |   |            |
| Relationship to student: <i>Father / Mother / Carer / Other (specify):</i>   |   |            |
| Email Address: (please print clearly)  |   |            |
| IMPORTANT: The information below is required as per government requirements  |   |            |
| What is the highest year of primary or secondary school the parents/guardians have completed?<br>Year 12 or equivalent..... <input type="checkbox"/><br>Year 11 or equivalent..... <input type="checkbox"/><br>Year 10 or equivalent..... <input type="checkbox"/><br>Year 9 or equivalent or below..... <input type="checkbox"/><br>(For persons who have never attended school, mark 'Year 9 or equivalent or below.') | What is the level of the <i>highest</i> qualification the parents/guardians have completed?<br>Bachelor degree or above..... <input type="checkbox"/><br>Advanced diploma/Diploma..... <input type="checkbox"/><br>Certificate I to IV (including trade Certificate)..... <input type="checkbox"/><br>No non-school qualification..... <input type="checkbox"/> |            |

**Parents/Carers are automatically the 1<sup>st</sup> and 2<sup>nd</sup> emergency contact unless otherwise stated.**

**Emergency Contact 3:**

|   |                    |
|---|--------------------|
| Given Name:   | Family Name:       |
| Relationship to student: <i>Grandparent/Aunt/Uncle/Friend/Neighbour</i> |                    |
| Home Phone  | Home Mobile Phone: |
| Business Phone:   | Work Mobile Phone: |

**Custody Details:**

|                                    |  |
|------------------------------------|--|
| Are there custody issues? Yes / No | Are copies of custody or parenting papers provided? Yes / No N/A |
| <b>Notes</b>                       |  |
|                                    |  |

**Media Privacy Special Conditions: (refer Clause 7 of Privacy Notice)**

|   |
|---|
| <b>Notes:</b>                                   |
|   |
| <b>Parent/Guardian Signature..... Date.....</b> |

## PERSONAL DEVELOPMENT

*The following details assist the College to plan for the educational needs of your child.  
Please complete ALL sections.*

|   |   |  |
|---|---|--|
| Has your child ever repeated a year?                                      | Yes/No  |  |
| If Yes, which year/s repeated: _____                                      | School: _____                                   |  |
| Has your child ever been accelerated?                                     | Yes/No  |  |
| If Yes, please specify: _____   |   |  |
| Does your child suffer from any illnesses, disability or trauma?          | Yes/No  |  |
| If Yes, please specify: _____   |   |  |
| Does your child take medication on a regular basis?                       | Yes/No  |  |
| If Yes, please specify: _____   |   |  |
| Does your child have any social difficulties with other children?         | Yes/No  |  |
| If Yes, please specify: _____   |   |  |
| Has your child ever required a specialised behavioural plan?              | Yes/No  |  |
| If Yes, at which school? _____  |   |  |
| Provide details: _____  |   |  |
| Does your child have a developmental, learning or behavioural difficulty? | Yes/No  |  |
| If uncertain, provide details _____                                       |   |  |
| Has your child ever received 'learning support' assistance?               | Yes/No  |  |
| If Yes, please specify: _____   |   |  |
| Has your child been appraised with a Learning Difficulty?                 | Yes / No  | Level _____  |
| Has your child been ascertained with a Disability?                        | Yes / No  | Category _____ Level _____   |
| If Yes, identify basis of the difficulty:                                 |   |  |
| Intellectual <input type="checkbox"/>                                     | Social/Emotional <input type="checkbox"/>       | Vision <input type="checkbox"/> Physical <input type="checkbox"/>      |
| Speech/Language <input type="checkbox"/>                                  | Hearing <input type="checkbox"/>                | ADD/ADHD <input type="checkbox"/> Behavioural <input type="checkbox"/> |
| Perceptual Motor Difficulties <input type="checkbox"/>                    | ASD <input type="checkbox"/>                    | Other: _____   |
| Has a specialist assessed your child for the difficulty?                  | Yes/No  |  |
| Guidance Officer <input type="checkbox"/>                                 | Occupational Therapist <input type="checkbox"/> | Child Psychologist <input type="checkbox"/>                            |
| Speech Therapist <input type="checkbox"/>                                 | Paediatrician <input type="checkbox"/>          | Developmental Optometrist <input type="checkbox"/>                     |
| Name: _____   | Phone: _____                                    |  |
| Other (please specify) _____  |   |  |
| Do you have report/s from the specialists?                                | Yes/No  |  |
| (If yes, please provide a copy)   |   |  |

## CONDITIONS OF ENTRY

*All information relating to this enrolment application will be confidential.*

1. Victory College ("the College") as a school approved under the Education (Accreditation of Non-State Schools) Act 2001, provides regular instruction in Pre-school and Primary and Secondary school learning with teaching programmes devised by the College to lead to the award of recognised certificates.
2. Parents/Guardians acknowledge and agree that the College retains the absolute discretion to accept or reject this application to enrol the student.
3. Parents/Guardians will cause the student to attend and participate in the College's programmes and any extra curricula activities and ensure that the student participates fully in the life of the College.
4. Parents/Guardians are encouraged to attend all College functions (including orientation periods) and to use their time, talents and conversation to support and promote the College.
5. The student will comply with ALL the College Policies and attend all excursions, camps, sporting events and other curriculum activities conducted by the College.
6. Parents/Guardians hereby grant their permission for the student to travel to and from the venue of any College activity on transport provided by the College.
7. The student will at all times whilst on College grounds or transport or attending College activities behave in a God-honouring manner and will not consume alcohol, smoke tobacco or otherwise use or consume illicit drugs.
8. Parents/Guardians will pay all fees and charges levied by the College in respect of the student's enrolment and tuition on or before the due date. The due date is 14 days from receipt of your Statement of Account (unless special arrangements are made with the College) which is posted quarterly.
9. A non-refundable enrolment application fee of \$50 is payable upon submission of this application form to cover administration expenses regardless of the result of the application.
10. Following the interview, the College will inform you of acceptance. Payment of a \$200 bond will secure enrolment places for a family. The bond is credited to your account on exiting the College, provided all bond conditions are met, that is that all outstanding school fees and monies owed are to be paid in full. Any outstanding fees will attract interest based on the current business overdraft rates daily and an administration fee of \$100 plus any cost incurred by the College in redeeming outstanding fees. A minimum of one month's notice in writing prior to removal of any student from the College is necessary, otherwise a full term's fees are payable.
11. All text books and library books are to be returned in good condition otherwise the cost of replacement will be charged to your account.
12. Parents/Guardians will provide the student with the approved College uniform and cause the student to attend the College and College activities neatly and modestly dressed in that uniform (refer to the College Uniform Policy).
13. Parents/Guardians will be responsible for and indemnify the College in respect of any damage caused by the student either to College property or to other property for which the College may be liable. The cost to repair any such damage may be recovered from the Parents/Guardians by the College as a debt due to the College.
14. Parents/Guardians authorise the College to arrange any emergency medical treatment for the student and will reimburse the cost of any such treatment to the College.
15. If the student shows symptoms of any communicable disease, illness or medical condition he/she may be excluded from further attendance at the College until such time as deemed appropriate by the College in its absolute discretion.
16. The College may in its absolute discretion suspend or terminate the student's enrolment for failure by the students and/or the Parents/Guardians to comply with these conditions of entry or the College Policies.
17. Parents/Guardians acknowledge that photographic, video and digital images of the student may be taken or used for the College newsletters, yearbook, web site, prospectus, advertising and/or other promotional purposes and expressly authorise the College to use these images for those purposes, unless stated on this enrolment application.
18. I will endeavour to keep the College spirit of co-operation and unity within the College in the bonds of love and peace.
19. The College fully investigates situations that may arise between eg. pupil/pupil, parent/college, parent/staff member and student/staff member. The decision of the Principal, after consultation with the College board, is final. Parents agree to abide by these decisions.

## PRIVACY NOTICE

*Protecting the privacy and confidentiality of personal information about you and the student is important. We want to ensure that you are aware of various matters relating to our collection and use of that information.*

1. The College collects personal information about students and their Parents/Guardians from time to time during the student's enrolment at the College.
2. The primary purpose of collecting the information is to enable the College to plan for the education of the student.
3. If we do not collect the information, we may not be able to enrol or continue the enrolment of the student.
4. From time to time the College is required to disclose the information for administrative and educational purposes.
5. Parents/Guardians and students may access the information collected about them. There may be occasions when access to the information is denied.
6. Personal information collected about students may be disclosed to their Parents/Guardians.
7. Information such as academic and sporting achievements, student activities, news and photos may be used or published in the College newsletter, magazine, year book, website, advertising and other promotional material including television media coverage. **If you do not wish your child/children to participate in these, please complete Media Privacy Special Conditions Clause on Page 3.**
8. From time to time the College engages in fundraising activities. The information may be used to make an appeal to you or disclosed to organisations that assist the College in its fundraising activities.
9. The College will not disclose personal information to third parties for their marketing purposes.

By signing the Application you confirm your consent to the collection and use of the personal information. Unless you withdraw your consent in writing, the College will act on the basis that it has your consent to each such collection and use.

## APPLICATION

I/we acknowledge and accept the purposes of the College and earnestly desire a Christ-centred education for our/my child.

I/we consent to the collection and use of personal information on the basis detailed in the Privacy Notice.

If this application results in the enrolment of the student, we agree to uphold College decisions. I/we agree to comply and ensure that the student complies with the conditions of entry and the College Policies.

I/we hereby apply for the student to be enrolled at Victory College and request the College to exercise its discretion to enrol the student in our favour.

I/we understand Victory College reserves the right to terminate my/our child's enrolment as a consequence of serious or repeated breaches of Victory College's discipline policy and ethos.

**Signature of Parents/Legal Guardians:**

**Signature of Principal/Administrator:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## MEDIA RELEASE FORM - Student Consent Form

**Please read this consent form carefully. By signing the form you are agreeing to allow Victory College to use sound and/or vision of you, the student, or your work not only for the project specified in this schedule but for any other use, within the limits of item 5. However, if circumstances change in the future and you wish to withdraw your consent, it is your responsibility to contact Victory College in writing and inform them of your wishes.**

This document gives Victory College permission to use works created by students in the course of their studies, or to use sound and/or vision of the student, for purposes associated with the promotion of Victory College.

This does not mean that you, the student, lose ownership rights over your works — simply that Victory College has permission to use your works for the purposes mentioned. Please be aware that work created by you may contain the work of a third party that may be subject to copyright. Permission must be obtained before any copyright work of a third party can be published.

During the course of my studies provided by Victory College, I may create works: that attract intellectual property rights (for example, copyright). These works may form part of my academic assessment or my studies generally.

- 1) That might include my written work (eg stories and poems), paintings, pictures, drawings, designs, photographs, videos, films, music, performance, computer programs, web sites, sculptures, fashion or costume, metal or wood works or any other works I create.
- 2) Victory College may record sound and/or vision of my works and me whilst I am at school or taking part in school-related activities or performances. I also understand that my name may be used in connection with the works.
- 3) Victory College understands that I own the intellectual property rights for my works, my sound and my vision, and that this consent form is not meant to transfer my ownership.
- 4) I give permission to Victory College to use my works, my sound/vision, and/or my name for:
  - i) the media activity listed on the accompanying schedule;
  - ii) future media activities;
  - iii) promoting and advertising of Victory College and its students;
  - iv) any commercial purpose.

Victory College understands that I may choose to give this permission to other people, but I understand that such further consents are subject to the rights given to Victory College in this consent.

- 5) I understand that by giving this permission, Victory College can use my works, my sound and/or my vision in any way it chooses, for the purposes described above. It may reproduce them in any form, in whole or in part, and distribute them by any medium including the Internet, CD-ROM, or other multimedia uses.
- 6) I understand that my works, my sound and/or my vision may be kept on file for an indefinite period of time and that they may be used in the future by Victory College for the purposes listed in item 5.
- 7) I warrant that Victory College will not infringe the rights of any third party by exerting its rights given in this consent.
- 8) I understand that Victory College will not pay me for giving this permission.
- 9) I understand that Victory College is not bound to use sound or vision of my works or me.
- 10) If I decide to withdraw my permission at any time, I understand that it is my responsibility to contact Victory College and inform them of my decision in writing.
- 11) I agree that if I withdraw my permission, the withdrawal will not be effective immediately where Victory College has entered into contractual obligations in relation to any of my works, sound and/or vision. In such cases my withdrawal will be effective after the contractual obligations come to an end.

Name of student: \_\_\_\_\_

Name of parent or carer: \_\_\_\_\_

Signature of parent or carer: \_\_\_\_\_

Date \_\_\_\_\_

I have read a copy of Victory College Privacy Notice.

-----  
1. Signature of Parent/Guardian/Carer

-----  
2. Signature of Parent/Guardian/Carer

**VICTORY COLLEGE**  
**STUDENT CODE OF CONDUCT**

**PARENTS OF MIDDLE COLLEGE STUDENTS**

The student's attitudes, conversation and behaviour, reflect the character of the institution, from which they derive their training, both at home and college. This form reflects our desire to gain the cooperation of students in maintaining the conduct, becoming Christians.

Students are expected to abide by these standards of conduct throughout their enrolment, whether at home, college or elsewhere. Students found to be out of harmony with our ideals of work and life, may be invited to withdraw whenever the Administration determines that it is necessary.

Students are expected to dress modestly at all times. Boys having their hair trimmed neatly according to the school hair code, and girls keeping their skirts to a length complying with the school dress code.

*As a student I pledge myself uphold the school's standards regarding: dress, good behaviour, respect for elders and property, use of wholesome language and abstain from all forms of addiction. I agree to uphold the disciplinary procedures of the school. Above all, I will endeavour to keep the spirit of cooperation and unity in the bonds of Love and Peace.*

Date: \_\_\_\_\_

Student's signature: \_\_\_\_\_ Principal's Signature: \_\_\_\_\_

*As a parent I pledge to have my child uphold the school's standards regarding: dress, good behaviour, respect for elders and property, use of wholesome language and abstinence from all forms of addiction. I agree to uphold the disciplinary procedures of the school. Above all, I will endeavour to keep the spirit of cooperation and unity in the bonds of Love and Peace.*

Date: \_\_\_\_\_

Parent/Guardian/Carer signature: \_\_\_\_\_ Principal's Signature: \_\_\_\_\_

**For Student and Parent/s to read and complete**

**Student Internet Access Agreement Form -**

I understand that the Internet can connect me to useful information stored on computers around the world. While I have access to the Internet:

- I will use it only for educational purposes.
- I will not look for anything that is illegal, dangerous or offensive.

If I accidentally come across something that is illegal, dangerous or offensive, I will:

- clear any offensive pictures or information from my screen; and
- immediately, quietly, inform my teacher.

I will not reveal home addresses or phone numbers - mine or anyone else's. I will not use the Internet to annoy or offend anyone else. I understand that if the school decides I have broken these rules, appropriate action will be taken. This may include loss of my Internet access for some time.

\_\_\_\_\_  
(Student's name)

\_\_\_\_\_  
(Student's signature)

\_\_\_\_\_  
(Date)

**Parent or guardian**

I understand that the Internet can provide students with valuable learning experiences. I also understand that it gives access to information on computers around the world; that the school cannot control what is on those computers; and that a very small part of that information can be illegal, dangerous or offensive. I accept that, while teachers will always exercise their duty of care, protection against exposure to harmful information should depend finally upon responsible use by students.

I believe \_\_\_\_\_ (Name of student) understands this responsibility, and I hereby give my permission for him/her to access the Internet under the school rules. I understand that students breaking these rules will be subject to appropriate action by the school. This may include loss of Internet access for some time.

\_\_\_\_\_  
(Parent or Carer's name)

\_\_\_\_\_  
(Parent or Carer's signature)

\_\_\_\_\_  
(Date)

**THIS SECTION IS FOR OFFICE USE ONLY**

***Enrolment Details:***

|  |   |  |  |
|--|---|--|--|
| Student ID:                                  | Date Interviewed:                       | Date of Enrolment:   | Admin Initials:                              |
| Year Level:                                  | Roll Class:                             | House:   | Repeating: YES / NO                          |
| Application Fee:                             | Enrolment Bond:                         | Data collection form completed: YES / NO                             |  |
| <input type="checkbox"/> Birth Cert. Sighted | <input type="checkbox"/> ESL            | <input type="checkbox"/> Special Ed Support                          | <input type="checkbox"/> Learning Difficulty |
| <input type="checkbox"/> Medical Condition   | <input type="checkbox"/> Gifted Student | <input type="checkbox"/> Custody Order                               | <input type="checkbox"/> Foster Care         |
| <input type="checkbox"/> Fees                | <input type="checkbox"/> Fee Relief     | <input type="checkbox"/> Previous Report Card                        | <input type="checkbox"/> Handouts            |
| <input type="checkbox"/> Textbook            | <input type="checkbox"/> Austudy        | <input type="checkbox"/> Religious Affiliation / Profession of Faith |  |

***Other Information:***

***Destination Details from Exit Interview:***

|   |            |
|---|------------|
| Destination: Qld/Interstate/Overseas                  | Date Left: |
| Destination School/Other location:                    |            |
| Sector: Preschool/Primary/Secondary/University/other: |            |
| Employment: Yes/No                                    |            |
| Reason for Leaving:                                   |            |