SYDNEY BUSINESS & DEVELOPMENT INSTITUTE
◆ ENROLMENT FORM ◆

IS THIS THE FIRST TIME YOU HAVE ENROLLED AT THIS ORGANISATION?   YES ☐   NO ☐

👤 PERSONAL DETAILS

TITLE: ☐ MR ☐ MISS ☐ MRS ☐ MS ☐ OTHERS _____

UNIQUE STUDENT IDENTIFIER: _____ (get your USI at: www.usi.gov.au)
* PLEASE PROVIDE A COPY OF THE ID USED TO OBTAIN YOUR USI.

GENDER: ☐ MALE ☐ FEMALE

FAMILY NAME: _____ GIVEN NAME: _____

DATE OF BIRTH: *(DD/MM/YYYY)* _____

PASSPORT NO: _____

PHONE: _____ WORK: _____ MOBILE: _____

EMAIL: _____

🏠 ADDRESS (☐ AUSTRALIA / ☐ OVERSEAS)

NUMBER AND STREET: _____

SUBURBS: _____ STATE/TERRITORY: _____ POSTCODE: _____

📧 POSTAL ADDRESS

NUMBER AND STREET: _____

PO BOX OR ROADSIDE DELIVERY BOX: _____

SUBURBS: _____ STATE/TERRITORY: _____ POSTCODE: _____

🚨 EMERGENCY CONTACT

NAME: _____ RELATIONSHIP: _____

ADDRESS: _____

SUBURBS: _____ STATE/TERRITORY: _____ POSTCODE: _____

PHONE: _____

Student Visa Applicants:

Overseas students must provide evidence of English language qualifications.

PROFICIENCY IN ENGLISH: ☐ Very Well   ☐ Well   ☐ Not Well   ☐ Not at All

Have you undertaken an English Language Proficiency Test in last 2 years?   ☐ Yes   ☐ No

Name of English Language Proficiency Test: _____

Test Date: _____ Score: _____

Have you previously held a Visa for study in Australia? ☐ Yes ☐ No

Are you applying for your visa from Australia? ☐ Yes ☐ No

If not, which country will you apply for your visa from?

_____

Do you have an Education consultant or immigration Lawyer? ☐ Yes ☐ No

Name of Agent _____

Contact Person _____

Telephone _____

Email addres _____

Sydney Business & Development Institute
Nat. Prov. No 91192 CRICOS No 02725B

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INTAKE DATES

2023
- ☐ 09th January 2023
- ☐ 10th April 2023
- ☐ 10th July 2023
- ☐ 09th October 2023

2024
- ☐ 08th January 2024
- ☐ 08th April 2024
- ☐ 08th July 2024
- ☐ 07th October 2024

☐ Other / Mid Intake:

_____

SELECT THE COURSES	COURSE CODE & TITLE	CRICOS COURSE CODE	COURSE DURATION
☐	RII60520 Advanced Diploma of Civil Construction Design	106638C	104 weeks
☐	BSB50820 Diploma of Project Management	106636E	78 weeks
☐	BSB60720 Advanced Diploma of Program Management	106637D	78 weeks
☐	BSB80120 Graduate Diploma of Management (Learning)	103491H	104 weeks
☐	ICT50220 Diploma of Information Technology *(Specialisation: Advanced Programming and Front-End Web development)*	106633H	78 weeks
☐	ICT60220 Advanced Diploma of Information Technology *(Telecommunications network engineering and IT strategy and organizational development)*	106635F	104 weeks
☐	SIT40521 Certificate IV in Kitchen Management *(Previously known as Cert-IV in Commercial Cookery)*	109659G	78 weeks
☐	SIT50422 Diploma of Hospitality Management	111140J	78 weeks
☐	SIT60322 Advanced Diploma of Hospitality Management	111141H	117 weeks
☐	CHC33021 Certificate III in Individual Support **(New)**	112253C	52 weeks
☐	CHC43015 Certificate IV in Ageing Support **(New)**	112254B	78 weeks
☐	CHC52021 Diploma of Community Services (Case Management) **(New)**	112255A	104 weeks

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PACKAGE	COURSE CODE & COURSE NAME	DURATION	CRICOS COURSE CODE
PACKAGE 1 ◯	SIT40521 Certificate IV in Kitchen Management	78 weeks	109659G
	SIT50422 Diploma of Hospitality Management	26 weeks	111140J
		2 years	
PACKAGE 2 ◯	SIT50422 Diploma of Hospitality Management	78 weeks	111140J
	SIT60322 Advanced Diploma of Hospitality Management	65 weeks	111141H
		2.8 years	
PACKAGE 3 ◯	SIT40521 Certificate IV in Kitchen Management	78 weeks	109659G
	SIT50422 Diploma of Hospitality Management	26 weeks	111140J
	SIT60322 Advanced Diploma of Hospitality Management	52 weeks	111141H
		3 years	
PACKAGE 4 ◯	BSB50820 Diploma of Project Management	78 weeks	106636E
	BSB60720 Advanced Diploma of Program Management	78 weeks	106637D
		3 years	
PACKAGE 5 ◯	BSB50820 Diploma of Project Management	78 weeks	106636E
	RII60520 Advanced Diploma of Civil Construction Design	104 weeks	106638C
		3.5 years	
PACKAGE 6 ◯	BSB50820 Diploma of Project Management	78 weeks	106636E
	BSB80120 Graduate Diploma of Management (Learning)	104 weeks	103491H
		3.5 years	
PACKAGE 7 ◯	ICT50220 Diploma of Information Technology *(Specialisation: Advanced Programming and Front-End Web development)*	78 weeks	106633H
	ICT60220 Advanced Diploma of Information Technology *(Telecommunications network engineering and IT strategy and organizational development)*	104 weeks	106635F
		3.5 years	

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ENROLMENT FORM

✐ STUDENT DECLARATION

I have read and accepted the terms and conditions of the fees and refund policy as described in the Pre-enrolment Information.

I give permission for Sydney Business & Development Institute to review and report my training progress with representatives from the Department of Education and Training, Department of Industry and my employer (if applicable).

I understand that I can authorise others to receive this information only by completing a Participant Records Access Form.

The information provided by you may be used by or on behalf of the State or Commonwealth Governments for statistical purposes, conducting surveys, enrolment, educational or strategic planning purposes.

I acknowledge that I have read the above and understand the information provided. I confirm that this information is true and correct.

SIGNATURE: _____   DATE: _____ / _____ / _____

☑ DOCUMENT CHECKLIST

☐ Completed Enrolment Application Form

☐ Certified copy of education transcripts

☐ Certified copy of your passport

☐ Certified copy of your IELTS score or other English Proficiency Fest

☐ Certified copy of your Visa stamp page (if applicable)

☐ Relevant employment details (if applicable)

☐ Overseas Student Health Cover if available

☐ Onshore Student Address proof is required (e.g., driver licence, bank statement)

OFFICE USE ONLY

Checked student details for accuracy ☐

Received By: _____ Signature: _____ Date: _____

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