

Application to Enrol 2026



Please complete this Enrolment Application and return to the College, via email to admin@pac.qld.edu.au, or Hand Deliver to:

Pinnacle Academic College, 10 Narangba Road, Kallangur QLD 4503

This enrolment application, if accepted by the College, will form part of the Enrolment Agreement. It is important that all sections of this Enrolment Application are completed honestly and accurately and full disclosure is made. Pinnacle Academic College relies upon the statements made within this Enrolment Application. If, false or misleading statements are made or full disclosure is not made, the ongoing enrolment of your child may be jeopardised.

CHECKLIST

Please ensure you have read, filled out and signed:

- Complete each section of the Enrolment form or put N/A (not applicable)
- Conduct of Students Agreement
- Parent Commitment Contract
- PARTICULARLY the “Describe Your Child” section
- Student Supervision Policy (*please complete for each person you authorise to drop off and pick up your child other than primary parents/carers*)
- Sign the Declaration of accuracy on page 10
- Attach any relevant Specialist Reports, Birth Certificate, if born overseas citizenship certificate to be provided (*note: original must be sighted by the College*) and Proof of Qld Residence (*eg Drivers Licence/Utility Bill etc*).
- Please complete the Family Establishment Fee form and make payment - send receipt of payment with application form
- Please read the following documents which can be found on our website (<https://www.pinnacleacademiccollege.com.au/policies>):
 1. Enrolment Fee Schedule 2026
 2. Behaviour Management Policy and Procedure
 3. Wellness Policy
 4. Attendance Policy
 5. Child Protection Policy

DESIRED EDUCATION ARRANGEMENT

Please refer to the Fee Schedule for more information

OPTION 1: **(OC)** Full Time ON CAMPUS at Kallangur. Years 1-6 (Not available for Prep)

OPTION 2: **(MF)** Full Time MULTIFACETED at Kallangur. Years 1-6 (Not available for Prep)

PLEASE SPECIFY DAYS: Please tick your preferred two (2) or three (3) days.

MONDAY TUESDAY WEDNESDAY THURSDAY – Kallangur PAC DAY FRIDAY

OPTION 3: **(B)** Full Time DISTANCE EDUCATION – BRONZE. Years P-6

OPTION 4: **(S)** Full Time DISTANCE EDUCATION – SILVER. Years P-6

OPTION 5: **(G)** Full Time DISTANCE EDUCATION – GOLD. Years P-6

OPTION 6: **(Int)** Full Time INTERSTATE DISTANCE EDUCATION. Years P-6

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STUDENT INFORMATION

Family Name: _____ First Given Name: _____

Second Given Name: _____ Preferred Name: _____

Gender: _____ DOB: _____

Principal Place of residence address: _____

Into which year level are you seeking to enroll this student:

Prep Year 1 Year 2 Year 3 Year 4 Year 5 Year 6

For Year 1 enrolments, did your student participate in Prep? Yes No

If yes, what was the name of the school? _____

What school is your student currently enrolled at? _____

* **Please note:** Upon acceptance of this application, you are required to notify your current school and arrange for your child's enrolment to be withdrawn, effective from the acceptance date.

ABORIGINALITY

Is the student of Aboriginal or Torres Strait Islander origin?

No Aboriginal Torres Strait Islander Both Aboriginal and Torres Strait Islander

LANGUAGES OTHER THAN ENGLISH SPOKEN AT HOME

Does the student speak a language other than English at home? No, English only Yes

If **yes**, what language(s) other than English are spoken at home? _____

Main language other than English spoken at home by student: _____

STUDENT RESIDENCY STATUS

What is the student's residency status?

Australian Citizen New Zealand Citizen Permanent Resident Temporary Visa Holder

If born overseas, on what date did the student arrive in Australia: _____

If the student is a permanent or temporary visa holder, please provide the following information

Current visa sub-class: _____ Visa expiry date: _____

Initial: _____ Date: _____

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PARENT/CARER 1 INFORMATION

PARENT/CARER 1

Title: _____ Family Name: _____ Given Name: _____

Gender: _____ Relationship to student: _____ Country of Birth: _____

Residential Address: _____

Email address: _____

Phone number: (Mobile) _____ Phone number: (Home/Work) _____

ASTI: No Aboriginal Torres Strait Islander Both Aboriginal and Torres Strait Islander

OCCUPATION GROUP

Please choose the group that best describes your occupation. (Mark one box only. See end page for more information and examples)

- Group 8: Have not been in paid for the last 12 months
- Group 4: Machine Operators, Hospitality Staff, Assistants, Labourers, and related workers
- Group 3: Tradespeople, Clerks and skilled office, sales, and service staff
- Group 2: Other business managers, arts/media/sportspersons, and associated professionals
- Group 1: Senior management in large business organization, government administration and defence, and qualified professionals

Occupation: _____

SCHOOL EDUCATION

What is the highest level of schooling completed? (For persons who never attended school, mark 'Year 9 or equivalent or below)

- Year 12 or equivalent Year 11 or equivalent Year 10 or equivalent Year 9 or equivalent or below

Please list all other Qualifications: _____

LANGUAGES OTHER THAN ENGLISH SPOKEN AT HOME

Does this parent/carer speak a language other than English at home? No, English only Yes

If **yes**, what language(s) other than English are spoken at home? _____

Main language other than English spoken at home by parent/carer 1: _____

Initial: _____ Date: _____

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PARENT/CARER 2 INFORMATION

PARENT/CARER 2

Title: _____ Family Name: _____ Given Name: _____

Gender: _____ Relationship to student: _____ Country of Birth: _____

Residential Address: _____

Email address: _____

Phone number: (Mobile) _____ Phone number: (Home/Work) _____

ASTI: No Aboriginal Torres Strait Islander Both Aboriginal and Torres Strait Islander

OCCUPATION GROUP

Please choose the group that best describes your occupation. (Mark one box only. See end page for more information and examples)

- Group 8: Have not been in paid for the last 12 months
- Group 4: Machine Operators, Hospitality Staff, Assistants, Labourers, and related workers
- Group 3: Tradespeople, Clerks and skilled office, sales, and service staff
- Group 2: Other business managers, arts/media/sportspersons, and associated professionals
- Group 1: Senior management in large business organization, government administration and defence, and qualified professionals

Occupation: _____

SCHOOL EDUCATION

What is the highest level of schooling completed? (For persons who never attended school, mark 'Year 9 or equivalent or below)

- Year 12 or equivalent Year 11 or equivalent Year 10 or equivalent Year 9 or equivalent or below

Please list all other Qualifications: _____

LANGUAGES OTHER THAN ENGLISH SPOKEN AT HOME

Does this parent/carer speak a language other than English at home? No, English only Yes

If **yes**, what language(s) other than English are spoken at home? _____

Main language other than English spoken at home by parent/carer 1: _____

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EMERGENCY CONTACT DETAILS

**** PLEASE NOMINATE ONE PERSON OVER THE AGE OF 18 WHO MAY BE CONTACTED IN THE EVENT OF AN EMERGENCY IF THE SCHOOL IS UNABLE TO CONTACT THE PARENTS/CARER LISTED PRIOR.**

Family name: _____ Given name: _____

Relationship to student: _____ Phone number: _____

STUDENT DETAILS – ADDITIONAL INFORMATION

SPECIAL CIRCUMSTANCES

Are there any special circumstances about the student seeking to be enrolled that the school should know prior to enrolment? (i.e., Living apart from parental supervision, subject of a court order, subject of bullying, out of home care)

Yes No

If yes, please provide a brief description of the circumstances: _____

STUDENTS WITH ADDITIONAL LEARNING AND SUPPORT NEEDS, INCLUDING DISABILITY

Does the student require support for learning because of a disability? Yes No

If yes, please provide a brief description of the circumstances: _____

Please indicate any learning adjustments that may be required to allow the student to participate at school (complete only if applicable)

- Changes to learning programs and/or teaching strategies
- Communication i.e. speaking and/or listening
- Modification to equipment, furniture, learning spaces and/or learning materials
- Support for personal care needs, e.g. hygiene and/or health care needs
- Social support to engage safely with other children and teachers
- Other, Please specify: _____

Please indicate if the student has any of the following:

- Autism
- A hearing impairment
- Language disorder
- A physical disability
- Behaviour disorder
- Acquired brain injury
- Difficulties in learning
- Intellectual disability
- Vision impairment
- Mental health disorder
- Other (please specify): _____

Has any previous education provider prepared a documented plan to support the student's additional learning needs? (If yes, please provide a copy.) Yes No

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STUDENT DETAILS – ADDITIONAL INFORMATION

STUDENT MEDICAL DETAILS AND HEALTH CONDITIONS

It is essential you inform the school before your child is enrolled if s/he has any medical conditions. This must include any known allergies. You should also contact the school as soon as you are aware of any new diagnosed allergies, other medical conditions, or changes to existing condition. This will assist the school to support the safety and wellbeing of your child and allow planning to occur to determine the best way to meet the individual health and support needs to your child. This is important information for your child's safe participation at school.

Students Medicare Number: Ref Number:

Expiry Date: / /

Doctors name/medical centre: _____

Doctors Address: _____

Doctors phone number: _____

Allergy/medical condition	Doctors Name	Telephone

If your child has a documented plan to support any health or medical needs from a previous school or Organisation, please provide it to the school as an attachment to this form.

ALLERGIES – THESE CAN INCLUDE ALLERGIES TO INSECT STING, DRUGS, LATEX, FOOD (EG NUTS, EGGS) OR OTHER

Allergic to: _____

Has a doctor diagnosed this allergy? Yes No

Is this a severe allergy (Anaphylaxis)? Yes No

Has your child been hospitalized with a severe allergic reaction or any other allergy? Yes No

If yes, which hospital? _____

Does your child have an ASCIA Action Plan for Anaphylaxis or Allergic reactions? Yes No

If yes, please attach a copy to be handed in.

Has your child been prescribed an adrenaline autoinjector (ie. EpiPen)?

If your child has been prescribed an adrenalin injector, you will need to provide the school with one and renew prior to expiry date.

Each time your child is prescribed a new autoinjector the doctor should issue an updated ASCIA Action Plan for Anaphylaxis. It is important that any updated plan is provided to the school.

Initial: _____ Date: _____

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STUDENT DETAILS - ADDITIONAL INFORMATION

MEDICAL CONDITIONS OTHER THAN ALLERGIES AND ANAPHYLAXIS (EG ASTHMA, DIABETES, EPILEPSY)

Medical Condition: _____

Has a doctor diagnosed this condition? Yes No

Has your child been hospitalized with this condition? Yes No
If yes, which hospital? _____

Does your child have a documented action plan from a doctor (e.g. action plan)? Yes No

If yes, please attach a copy to be handed in.

If your child taking prescribed medication for this condition? Yes No

If yes, what is the prescribed medication? _____

Parents of children who require their child to be administered prescribed medication at school must complete a written request.

STUDENT HISTORY RELEVANT TO RISK ASSESSMENT

This application gives you the opportunity to provide PAC with information to help facilitate the smooth transition of the student into our school setting. This may include preparing a behaviour management plan or other appropriate strategies directed at meeting the particular needs of the student. The action taken in response to the information you provide will ensure the safety of this student, other students, and staff.

To your knowledge, is there anything in the student's history or circumstances which might pose a risk of any type to this student, other students, or staff at PAC? Yes No

If yes, please provide a brief description: _____

Does the student have a history of violent behaviour? Yes No

If yes, please provide a brief description: _____

PLEASE DESCRIBE YOUR CHILD EG. STRENGTHS, WEAKNESSES, INTERESTS, HOBBIES, OBSESSIONS AND FEARS. ANYTHING THAT WILL BE HELPFUL FOR US TO KNOW: _____

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STANDARD COLLECTION NOTICE – PRIVACY STATEMENT

PRIVACY STATEMENT

The personal information collected on this application is for purposes directly related to your child's education including processing this application.

Any information provided to PAC will be used, disclosed, and stored consistent with QLD privacy laws. Information may be disclosed to the QLD State and Commonwealth government agencies and other organisations for the above purposes and as authorized or required by law.

Certain information is required by The Education Act 2006 (QLD) to meet its duty of care and other legal obligations under public health, education, and child protection legislation and for meeting data collection and reporting requirements under commonwealth state funding agreements which may involve evaluation and assessment of student outcomes.

Information will be stored electronically on a secure database. The college may use online or 'cloud' service providers to store personal information and to provide services to the college that involve the use of personal information, such as services relating to email, instant messaging and education and assessment applications. Some limited personal information may also be provided to these service providers to enable them to authenticate users that access their services. This personal information may reside on a 'cloud' service provider's server which may be situated outside Australia. Further information about the school's use of on online or 'cloud' service providers can be obtained from the College Principal.

The school may engage in fundraising activities. 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 solely for that purpose.] We will not disclose your personal information to third parties for their own marketing purposes without your consent.

The school may disclose personal and sensitive information for educational, administrative and support purposes. This may include to:

- other schools and teachers at those schools.
- government departments (including for policy and funding purposes)
- medical practitioners.
- people providing educational, support and health services to the school, including specialist visiting teachers, [sports] coaches, volunteers, and counsellors.
- providers of learning and assessment tools.
- assessment and educational authorities, including the Australian Curriculum, Assessment and Reporting Authority (ACARA) and NAPLAN Test Administration Authorities (who will disclose it to the entity that manages the online platform for NAPLAN);
- people providing administrative and financial services to the school.
- anyone you authorise the school to disclose information to; and
- anyone to whom the school is required or authorised to disclose the information to by law, including child protection laws.

PUBLISHING STUDENT INFORMATION

The school may publish information about your child for the purposes of sharing his/her experiences with other students/ informing the school and broader community about school and student activities and recording student participation in noteworthy projects or community service.

This information may include your child's name, age, class and information collected at school such as photographs, sound and visual recording of your child, your child's work and expressions of opinion such as in interactive media.

The communications in which your child's information may be published include but are not limited to:

- The school website.
- Publication including the school newsletter and school report, promotional material published in print and electronically included in PAC's website.
- Official School social media accounts such as Facebook, Instagram, and YouTube.

Parents should be aware that when information is published on public websites and social media channels it can be linked to by third parties and may be discoverable online for several years, if not permanently. Search engines may also cache or retain copies of published information.

ENROLMENT APPLICATION FAMILY ESTABLISHMENT FEE

This Enrolment Application Form needs to be accompanied by the NON-REFUNDABLE Family Establishment Fee which confirms your intent to Enrol at Pinnacle Academic College.

This fee is \$200, and should you have more than one child and wish to enrol them at the SAME TIME, the family application fee remains at \$200. This fee covers administration costs in processing the application/s. This is a ONCE ONLY Fee paid when the initial Enrolment Application occurs.

PAYMENT OF SCHOOL FEES

When an offer of placement is confirmed for your child/ren at Pinnacle Academic College, parents/guardians/carers are required to complete and sign an Enrolment Form for the family and pay the required YEARLY Enrolment Fee which is **NON-REFUNDABLE** as set out in the PAC Fee Schedule. As we are a low fee College, our Establishment Fee and our Yearly Enrolment Fee are **NON-REFUNDABLE** due to Government Funding Limitations.

Once College Fees have been paid in FULL a Confirmation of Enrolment Letter will be sent to the Family (if requested) detailing all the enrolled students within the family and their Enrolment Status and Mode of Delivery. All parents/guardians/carers, who have signed an Enrolment Agreement, are liable for the payment of all fees and other charges related to the education of their children at the College.

BUILDING FUND & COLLEGE DONATIONS

Parents/guardians are invited to make tax-deductible donations to the College's Building Fund. Please contact the College Business Manager for further details.

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ENROLMENT TERMS AND CONDITIONS

EDUCATION

We will educate the student with due care and skill. You will encourage the student to take full advantage of the curricular and co-curricular opportunities. We do not guarantee a particular level of achievement for each student. Achievement depends greatly on the individual attributes of the student and the student's willingness to work for their own education. We will act in the best interests of the student and the student body generally however we do acknowledge parental rights. This may mean we do not always act in accordance with your specific requests; however, we will balance all decisions between the best interest of the student and student body and parental rights. Our curriculum is delivered in accordance with the Australian Curriculum and Queensland Curriculum and Assessment Authority.

HEALTH

You assure us that you have given us full information about the health of the student and any physical disabilities when applying for enrolment. You will let us know if there is any improvement or deterioration in the health or physical abilities of the student while the student is at the school. If something happens to the student in any medical or other emergency and if it is impossible or impractical to communicate with you, the school may act and incur expenditure as it considers necessary in the best interests of the student. You must pay to us any expenditure we incur protecting the student.

COMMUNICATION

The school will provide information about the student to both natural parents of the student and to any other person signing this enrolment contract. Under the Australian Education Act 2013 s77(2)(f) and the Australian Education Regulation 2013 s59, the school will provide reports to "persons having responsibility" for the student. In the absence of a court order, the school will provide these reports to the student's natural parents. The people signing this enrolment contract may request other arrangements relating to the provision of information about the student by giving notice in writing to us. To communicate efficiently with parents, and as a cost saving measure, we will communicate with parents at the email addresses they provide to us. If you do not provide an email address or if you request in writing that we provide information other than by electronic means, we will communicate by the other means reasonably requested. Where communication is to be with the entire school community or with identifiable sections of the school community, the communication may be affected through the school website. We will display on our website the policies and rules with which you and the student are expected to comply.

FEES

We will determine the fees for each year before the commencement of the year to which the fees apply. You must pay the fees in advance of the due date and not later than fourteen (14) days after the date of invoice for the fees. Fees are nonrefundable. If you terminate this enrolment contract, you must provide us with at least one term's notice. The school commits resources on the basis of confirmed enrolments and will most likely suffer loss from early termination. It may have difficulty filling the student's position at short notice.

PLACE OF RESIDENCE

You confirm that your family resides in Queensland at the time of enrolment. You agree to inform the school within 14 days if your family relocates outside of Queensland during the school year.

DISCIPLINE

You must comply with policies, codes of conduct and rules we adopt from time to time. You must ensure, as far as practicable, that the student complies with those policies, codes of conduct and rules. The policies, codes of conduct and rules form part of this contract. We may discipline the student for failure to comply with directions given by a person in authority or for failure to comply with the school policies and rules. These failures may occur on or off the school campus. The Principal or acting Principal may expel the student from the school for misconduct considered by the Principal or acting Principal to be serious enough to warrant expulsion. Where discipline may involve expulsion of the student, the Principal or acting Principal will not expel the student until the allegations of misconduct have been put to the student or the student's representative and the student has been allowed an adequate opportunity to respond. We may search bags and property of the student where it is reasonable for us to do so or as part of a general or random search of a place where we conduct our activities. We may confiscate forbidden or dangerous property.

INDEMNITY

You indemnify the school against any loss or damage caused by any failure by you or the student to comply with our rules and policies. You also indemnify us against any loss or damage caused by the willful disobedience or reckless behaviour of the student.

EXCURSIONS

We will arrange excursions from time to time. We will inform you of intended excursions involving the student. You consent to the student attending excursions with the school.

PRIVACY

We collect personal information about students at the school, their parents and people who care for them. The primary purpose of collecting the information is to enable us to use the information for all actions connected with educating our students. You consent to the personal information being used for educational and ancillary purposes including the marketing of the school. Any medical information will be used discreetly and in accordance with the school's privacy policy. The privacy policy may be viewed on our website. We will provide a hard copy of the privacy policy to anyone who requests it.

TERMINATION

Your obligations under this contract are joint and several. You authorise us to act on the direction of any one of you.

- We may terminate this contract if:
- We expel the student from the school.
- We decide at the end of a school year that we do not wish to continue the contract for the following school year for any reason.
- Mutual trust and co-operation between us break down.
- You are in breach of this contract, and you fail to remedy the breach within a reasonable time after notice from us requiring you to do so. You may terminate this contract at any time, for any reason, with one clear term's notice to us in writing.
- You may also terminate the contract when: We are in breach of the contract, and we fail to remedy the breach within a reasonable time after notice from you requiring us to do so.

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CONSENT AND DECLARATION OF ACURACY

PERMISSION TO PUBLISH

I have read the information about publishing student information (above) and

I GIVE PERMISSION

I DO NOT GIVE PERMISSION

For Pinnacle Academic College to publish information about my child in publicly accessible communications.

This permission remains effective until the school receives a letter in writing stating otherwise.

CONSENT

I have provided information about the learning and support needs, including health conditions and/or special needs and/or history relevant to a risk assessment, related to the student listed above.

To enable the College to provide for our child's education, we acknowledge that as parents we will, in the initial stages of the enrolment procedure, disclose any medical or psychological condition of our child which may impinge upon our child's academic performance or ability to participate fully in the activities of the College community. We consent to the College obtaining information about the above from our child's former school/s.

I have read and accept the Standard Collection Notice – Privacy Statement as per the Privacy Act and the College's Vision Statement and agree with the aims and objectives of the College. While our children are enrolled at Pinnacle Academic College, I will make every effort to offer our full support and cooperation for the College's Vision, Programs and Activities.

We have read and accepted the Pinnacle Academic College's Enrolment Requirement, Behaviour Management Policy, Attendance Policy, Fee Schedule, On Campus Supervision for Drop off and Pick Up and Wellness Policy which can all be found at www.pinnacleacademiccollege.com.au

DECLARATION OF ACCURACY AND SIGNATURE

I declare that the information provided in this application is, to the best of my knowledge and belief, accurate and complete. I have read and understand the information in this application including the collection of personal information, publishing student information, online services, and consent.

Where I have given personal information about people other than myself or my child(ren) I have done so with their authorisation. I am aware that the information I have given is false or misleading, any decision made as a result of this application may be changed.

PRINCIPALS CERTIFICATION

On the basis of the information provided on this form and gained from the required assessments:

I accept

I decline this application to enrol

SIGNATURE OF PRINCIPAL

PRINT NAME

TENEIKA HOGAN – Acting Principal

Date: / /

PARENT/CARER DECLARATION

I have read and understood the information and conditions listed above and made full and frank disclosure. I hereby commit to fulfilling my obligations as stated above realising that a failure or a refusal to do so could result in the termination of my child's enrolment with Pinnacle Academic College. I have also attached my student's Birth Certificate and Proof of Qld Residency.

SIGNATURE OF PARENT/CARER

PRINT NAME

Date: / /

SIGNATURE OF SECONED PARENT/CARER

PRINT NAME

Date: / /

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PARENTAL OCCUPATION GROUPS

GROUP 1: Senior management in large business organisations, government administration and defence, and qualified professionals

- *Public sector manager* (public service manager (section head or above), regional director, hospital/health services education)
- *Other administrator* (school principal, faculty head/dean, library/museum/gallery director, research facility director)
- *Defence forces* (Commissioned Officer) Qualified professionals generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat, and advise on problems; and teach others
- *Health* (GP or specialist, registered nurse, dentist, pharmacist, optometrist, physiotherapist, chiropractor, vet, psychologist, therapy professionals, dietician, radiographer, podiatrist)
- *Education* (primary/secondary school teacher, university lecturer, professor, VET, special education)
- *Law* (lawyer, judge, barrister, coroner, solicitor, legal officer)
- *Engineering* (architect, surveyor, chemical/civil/mechanical/mining engineer)
- *ICT* (computer systems manager, designer, software, and applications programmers)
- *Science* (all scientists)
- *Business* (management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer, economist)
- *Social* (social/welfare/community worker, counsellor, minister of religion, urban/rural planner, librarian, archivist, interpreter/translator)
- *Air/sea transport* (aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller)
- *Elected officials* (mayor parliamentarian, alderperson, trade union secretary, board member) Senior executives/general managers/department heads in industry, commerce, media, and other large organisations)

GROUP 2: Other business managers, arts/media/sportspersons, and associated professionals

- *Farm/business owner/manager* (crop and/or livestock farmer/farm manager, stock and station agent, building/construction, manufacturing, mining, wholesale, import/export, transport business manager)
- *Specialist manager* (works manager, engineering/production manager, sales/marketing manager, purchasing manager, supply/shipping manager, customer service manager, property manager, real estate manager, advertising, public relations manager, human resource manager, call or contact centre manager, human resource professionals)
- *Finance* (bank manager, finance/investment/insurance brokers/advisors, credit/loans officer, accountant)
- *Retail sales/services manager* (shop, post office, petrol station, café/restaurant, club, hotel/motel/caravan park, cinema, theatre, travel/betting agency, sports centre, car rental, car/fleet/station manager, other hospitality, retail services managers)
- *Arts/media* (musician, actor, dancer, painter, potter, sculptor, journalist, writer/author, media presenter, photographer, designer, illustrator, proofreader, graphic designer, web designer)
- *Sportsperson* (coach, trainer, sports official, sportsperson)
- *Associate professionals* generally have diploma/technical qualifications and support managers and professional Medical, science, architectural, building, surveying, engineering, computing, ICT support technician.
- *Health* (enrolled nurse, community health worker, paramedic/ambulance officer, massage therapist, welfare/parole officer, youth worker, dental hygienist/technician)
- *Legal* (police officer, prison officer, government inspector, examiner or assessor, occupational/environmental health officer, security advisor, private investigator, debt collector, law clerk, court officer bailiff)
- *Business/administration* (recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office manager, project manager/administrator, mail supervisor, other managing supervisors, management and organisation analysts, contract, program)
- *Defence Forces* (senior non-Commissioned Officers [NCO])
- *Other* (library assistant, museum/gallery technician, research assistant, proofreader)

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PARENTAL OCCUPATION GROUPS CONTINUED

GROUP 3: Tradespeople, clerks and skilled office, sales, and service staff

- *Tradespeople generally have completed a 4-year trade certificate, usually by apprenticeship. All tradespeople are included in this group.* (Metal fitters and machinists, motor mechanics, structural steel/welding trades workers, carpenters and joiners, plumbers, painters, electricians, chefs/cooks, hairdressers).
- *Recording clerk* (bookkeeper, bank/post office clerk, statistical/actuarial clerk, account/claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/supply logistics/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk).
- *Inquiry/admissions clerk* (customer inquiry/complaints/service clerk, hospital admissions clerk).
- *Office* (secretary, personal assistant, desktop publishing operator, switchboard operator).
- *Sales* (sales representative (goods and service), auctioneer, insurance agent/assessor/loss adjuster, market researcher, real estate sales agent).
- *Carer* (aged/disability/refuge/childcare/welfare support worker, nanny, nursing support).
- *Service* (parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor/supervisor, inspectors, and regulatory officers).

GROUP 4: Machine operators, hospitality staff, assistants, Labourers, and related workers

- *Driver or mobile plant operators* (car/taxi/bus/coach/tram/truck/train driver, driving instructor, courier/deliverer, forklift driver, garbage collector, bulldozer/loader/grader/excavator/earthmoving plant operators, farm/horticulture/forestry machinery operators).
- *Production/processing machine operator* (engineering, chemical, petrol, gas, water sewerage, cement, plastics, rubber, textile, footwear, wood/paper/glass/clay/stone/concrete production/processing machine operators).
- *Other machine operator* (photographic developer/printer, industrial spray painter, boiler/air conditioning/refrigeration plant operators, railway signals/points, crane/hoist/lift/bulk materials handling machinery operators, driller, miner).
- *Sales* (sales assistant, motor vehicle/caravan/parts salesperson, sales representatives, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker/filler).
- *Office* (typist, word processing/data entry/business/keyboard/machine operator, receptionist, office assistant, general clerk).
- *Hospitality staff* (hotel service supervisor, receptionist, waiter, bar attendant, barista, kitchenhand, porter, housekeeper, fast food cooks).
- *Assistant/aide* (trades assistant, school/teacher's/education aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant).
- *Defence Forces ranks below senior NCO.*
- *Agriculture, horticulture, forestry, fishing, mining worker* (farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand).
- *Other worker* (laborer, factory hand, store person, guard, commercial cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor, security office).

OFFICE USE ONLY

Original documents must be sighted. Photocopies of evidence related to student identity is required.

Student identity (Birth certificate/passport)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Proof of Qld Residence (driver licence/utility bill etc)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Medical/Emergency Plans	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Disability or other support needs, including any ILP or support plan	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Any family law, AVO's or other relevant court order sighted and copied	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Establishment fee paid	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Family invoice account set up	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Software accounts set up	<input type="checkbox"/> Yes	<input type="checkbox"/> No