



## STUDENT INFORMATION

Family Name \_\_\_\_\_

Given Names \_\_\_\_\_ Preferred Name \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Male  Female

Proposed calendar year of entry to IGS \_\_\_\_\_ Proposed class of entry \_\_\_\_\_

Nationality \_\_\_\_\_ Country of Birth \_\_\_\_\_

The student is  Australian Citizen  
 Permanent resident of Australia (Visa Class No \_\_\_\_\_)  
 Temporary resident of Australia (Visa Class No \_\_\_\_\_)  
 Other (please provide details/Visa Class No) \_\_\_\_\_

Is the student  Aboriginal  Torres Strait Islander  Both Aboriginal & Torres Strait Islander

Home Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Student lives with  Both Parents  Mother  Father  Guardian  Other (please specify) \_\_\_\_\_

Language/s spoken at home Mother \_\_\_\_\_ Father \_\_\_\_\_

### Siblings currently at IGS

Name \_\_\_\_\_  Boy  Girl Age \_\_\_\_\_ Grade \_\_\_\_\_

Name \_\_\_\_\_  Boy  Girl Age \_\_\_\_\_ Grade \_\_\_\_\_

Name \_\_\_\_\_  Boy  Girl Age \_\_\_\_\_ Grade \_\_\_\_\_

### Siblings waitlisted for IGS

Name \_\_\_\_\_  Boy  Girl Age \_\_\_\_\_ Grade \_\_\_\_\_

Name \_\_\_\_\_  Boy  Girl Age \_\_\_\_\_ Grade \_\_\_\_\_

Name \_\_\_\_\_  Boy  Girl Age \_\_\_\_\_ Grade \_\_\_\_\_

### Relevant background/cultural information that may influence choice of Second Language

(Language choice is subject to availability) \_\_\_\_\_

### Early Learning Applicants Only

Tick preferred number of days  2 days (Mon/Tues)  3 days (Wed-Fri)  5 days

Preferred language (please number 1-5)  French  German  Italian  Japanese  Chinese

# Enrolment Application

## FAMILY INFORMATION

### Parent/Carer 1

Mother  Father  Other \_\_\_\_\_

Title \_\_\_\_\_ Family Name \_\_\_\_\_ Given Names \_\_\_\_\_

Parent/Carer 1 is  Australian Citizen

Permanent resident of Australia (Visa Class No \_\_\_\_\_)

Temporary resident of Australia (Visa Class No \_\_\_\_\_)

Other (please provide details/Visa Class No) \_\_\_\_\_

Citizen of \_\_\_\_\_ Born in \_\_\_\_\_

Home Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

Mobile Phone \_\_\_\_\_ Email \_\_\_\_\_

IGS Year 12 graduate  Yes  No Class of \_\_\_\_\_ Name at school \_\_\_\_\_

### Parent/Carer 2

Mother  Father  Other \_\_\_\_\_

Title \_\_\_\_\_ Family Name \_\_\_\_\_ Given Names \_\_\_\_\_

Parent/Carer 2 is  Australian Citizen

Permanent resident of Australia (Visa Class No \_\_\_\_\_)

Temporary resident of Australia (Visa Class No \_\_\_\_\_)

Other (please provide details/Visa Class No) \_\_\_\_\_

Citizen of \_\_\_\_\_ Born in \_\_\_\_\_

Home Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

Mobile Phone \_\_\_\_\_ Email \_\_\_\_\_

IGS Year 12 graduate  Yes  No Class of \_\_\_\_\_ Name at school \_\_\_\_\_

### Correspondence Details

Correspondence to Title \_\_\_\_\_ Initials \_\_\_\_\_ Family Name \_\_\_\_\_

Home Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Home Phone \_\_\_\_\_ Mobile Phone \_\_\_\_\_ Email \_\_\_\_\_



**STUDENT PROFILE**

Present School \_\_\_\_\_ Grade \_\_\_\_\_ Dates \_\_\_\_\_

Previous School/s \_\_\_\_\_ Grade \_\_\_\_\_ Dates \_\_\_\_\_

Reasons for leaving \_\_\_\_\_

Has the student undergone any testing for learning difficulties or accelerated learning? If so, please indicate and provide copies of reports \_\_\_\_\_

Has the student received special assistance with any school subjects? If so, has this been at school or privately arranged? At whose suggestion and for what reason was the assistance provided? \_\_\_\_\_

Has the student any medical requirements or special needs of which the School should be aware? If so, please provide brief details and attach any relevant documents \_\_\_\_\_

It is important that the school is aware of any learning, behavioural, medical or legal issues so as to best support students both academically and socially. This may include medical or psychological issues, physical or intellectual conditions or disabilities. Please attach any relevant documentation relating to medical, educational or legal matters (i.e. court/parenting orders) so that the school may fulfil its duty of care and provide your child with the best possible learning environment.

**Agreement Declaration**

- 1. I/we desire to enrol my/our child (as shown above) at International Grammar School (IGS) in accordance with the terms and conditions of enrolment.
- 2. I/we understand that if this application is successful, enrolment can only be confirmed with a formal letter of offer from the principal.
- 3. I/we declare that the information provided on this form is true and correct.
- 4. I/we agree to keep the school advised of any changes to our contact details, particularly email addresses and mobile phone numbers.

\_\_\_\_\_  
*Parent/Carer 1 signature      Print name      Relationship to student      Date*

\_\_\_\_\_  
*Parent/Carer 2 signature      Print name      Relationship to student      Date*

This application requires the signature of both parents or carers. If both signatures are not included, please explain the circumstances and supply any relevant documentation \_\_\_\_\_

**Payment**

Cheque *Payable to International Grammar School*

Please debit from my:  Amex  Mastercard  Visa *Surcharge of 1.55% for Amex and .78% for Visa & Mastercard payments*

Name on Card \_\_\_\_\_ Signature \_\_\_\_\_

Card Number \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_      Expiry Date \_\_\_\_ / \_\_\_\_

**PLEASE ALSO COMPLETE THE CHECKLIST ON THE FOLLOWING PAGE**



**Please complete the following check list**

- Complete & sign this application form
- Include the \$200 non-refundable application fee
- A copy of the applicants Birth Certificate
- A copy of Visa, if applicable
- Years 1-12; copies of most recent school reports

**For office use only**

Application Fee \_\_\_\_\_  
Receipt No \_\_\_\_\_  
Amount \_\_\_\_\_  
Date \_\_\_\_\_

**Please return completed form and all documentation either by post or email to:**

The Director of Admissions and Marketing  
International Grammar School, Locked Bag 1022, Broadway NSW 2007  
Email: admissions@igssyd.nsw.edu.au

## Enrolment Policy

*IGS is a non-selective, co-educational, secular school which seeks to be representative of contemporary Australian society. As such, IGS is open to enrolment from any individual who adheres to the values and attitudes that underpin the culture and ethos of the School.*

All enrolment offers are made at the discretion of the Principal.

Entry into the School will primarily be determined by the date the application is received by the School. Priority will, however, be given in the following circumstances (in order):

1. Where an applicant has a sibling at the School;
2. Where the applicant is the child of a permanent member of staff at the School;
3. Where an applicant has previously been enrolled at the School; and
4. Where one parent of the applicant has completed Year 12 at the School.

The School attempts to ensure that there is a reasonable balance of male and female students in each year group. Where gender imbalance exists in a year group, action may be taken to redress the imbalance.

In Preschool – Year 10, enrolment offers will be linked to, and conditional upon, the language/s allocated to the student. Upon acceptance, the student will study the language/s allocated until the year level at which the study of the language is no longer compulsory. For new enrolments at the commencement of Year 7 only, languages allocations will be made subsequent to enrolment offers.

Consideration will be given to the educational, social and emotional needs of all students in a year group prior to an offer of enrolment to a new student.

### Entry Points

The main entry points to the School are Preschool and Year 7.

Enrolments for all other years will be offered subject to the availability of places. Early Learning students will receive priority for entry into Kindergarten over applicants for entry directly into Kindergarten. Students enrolled at IGS in Year 6 are automatically enrolled into the High School unless notice of withdrawal is received within the applicable notice period.

### Waiting Lists

Applicants will be placed on a waiting list based on the date the application is received by the School, subject to the conditions listed above referring to siblings, children of permanent staff, returning students and children of alumni who have completed Year 12 at the School.

### Student Entry into Early Learning

The Policy for children entering Early Learning is as follows:

- I. All children must turn three years of age by May 31
- II. Children cannot commence until their third birthday
- III. Children must be toilet trained before commencement, failing which the attendance of the child will be deferred.

**International Grammar School**

4–8 Kelly St, Ultimo NSW 2007

Phone: 61 2 9219 6700 Fax: 61 2 9211 2474 Email: admissions@igssyd.nsw.edu.au www.igs.nsw.edu.au

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