

STUDENT ENROLMENT PROCESS

Welcome to our beautiful State of Perth, Western Australia where you have chosen to study with us at City College. Before we share all the wonderful stories about life and living in Perth, we want to take this time to guide you through our enrolment process!

HERE'S HOW YOU CAN ENROL!!

UNDERSTAND VISA AND COURSE ENTRY REQUIREMENTS

The first thing you need to do is consider which course(s) will best help you achieve your life and career goals, and then check and ensure that you meet each of the terms and conditions of your course entry and visa requirements. For our courses, you must have completed 12 years of education, and you will need to achieve a minimum score of 6.0 on your IELTS, 50 on your PTE (Academic), or an equivalent score. If onshore students lack valid IELTS or PTE scores, City College will organize an LLN test for them.

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CHOOSE YOUR COURSE AND ENROL

Once you have confirmed your chosen course(s), you will need to fill in and submit the City College Enrolment Application Form. Ensure that you include certified copies of all necessary documentation and supporting evidence, such as a notarized copy of your passport, academic qualifications, English/academic proficiency levels, birth certificate, marriage certificate, and ID card from your country. Additionally, include active CoEs, OSHC evidence, and for offshore students, the GST form and Medium of Instruction Certificate.

CONFIRMATION OF ENROLMENT AND OSHC

If you are accepted into the course, you will receive a formal Letter of Offer and a written Student Acceptance Agreement, which you will need to complete, sign, and return to City College. If you accept the enrolment offer, you may also be required to complete an LLN test (depending on specific cases). Upon receiving your Student Acceptance Agreement, your payment confirmation (receipt) for the first term's tuition fees, a copy of your OSHC policy information, and, if applicable, your positive LLN test results, City College will issue you a Confirmation of Enrolment (CoE).

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APPLY FOR YOUR STUDENT VISA

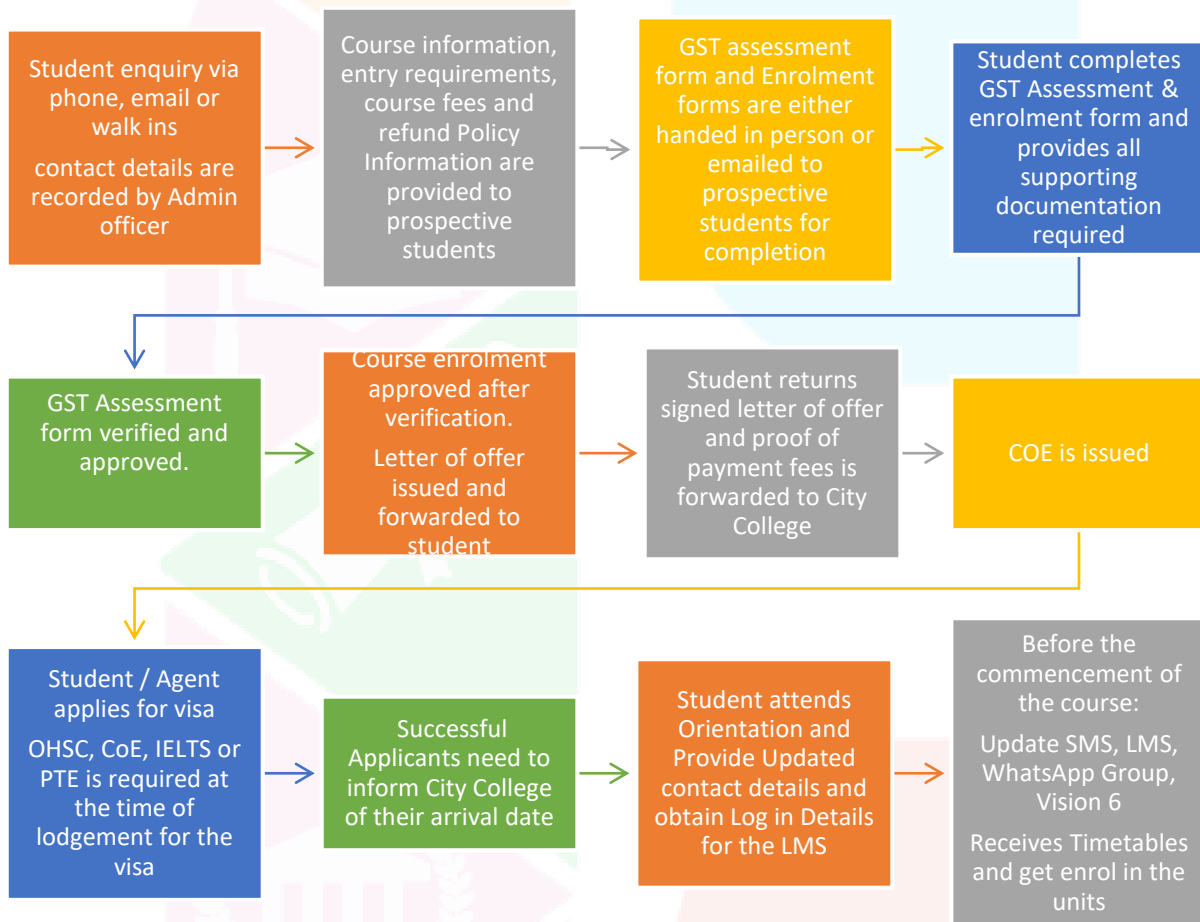
Compile all the documents required to lodge your student visa. You may engage an agent to lodge the visa for you, or you may lodge it yourself, either in person or online. Processing times may vary, so we recommend lodging your student visa application as soon as you receive your CoE.

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START ORGANISING YOUR FLIGHT AND MOVE TO PERTH!

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Once your student visa is granted, you can start planning your move to Perth. Your City College Student International Handbook contains useful information and links to assist you with your preparations and trip. You will need to advise us of your flight details at least one week prior to your expected arrival in Perth.



Record of Updates and Changes

Version No	Issue Date	Nature of Amendment
ADM_OD_04_V.01	10 June 2024	Final Version submitted

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