



ENROLMENT INFORMATION AND APPLICATION FORM

VERITAS

Learn to learn, learn to live, learn to fly

ENROLMENT INFORMATION AND APPLICATION FORM

CABRA
DOMINICAN COLLEGE



Cabra Dominican College welcomes applications from all families seeking a Catholic education for their child/ren. Since our establishment in 1886 we have always enjoyed working in partnership with families from different backgrounds. We believe that this provides Cabra with a diverse student population and a dynamic learning environment where each young person feels freer to be themselves as valued members of our community.

OUR ENROLMENT CRITERIA

Cabra Dominican College supports the enrolment pathways of the South West Adelaide (SWA) and other local parish schools. Understanding the importance of choosing the right school for each child, we are happy to provide families with the following criteria that we use to guide our decisions regarding enrolment priorities.

- Students attending SWA parish schools and other local parish schools
- Students from other Catholic schools
- Students with siblings currently enrolled at Cabra
- Children of old scholars
- Students from Catholic families in other sectors including government and independent schools
- Students from other sectors including government and independent schools

SUBMITTING YOUR APPLICATION

Please submit your application at least two years prior to the student commencing at Cabra.

Please include the following to assist your application:

- Application fee \$22.00 (incl GST). Non refundable.
- Copy of the student's birth certificate
- If born overseas, a copy of the student's immigration visa subclass number or Australian citizenship certificate
- Copy of sacramental certificates (where applicable)
- Copy of most recent school report
- Copy of most recent NAPLAN report
- Copy of any court orders or related information regarding custody of the child (where applicable)
- Copies of documents relating to special needs (specialist reports, diagnosis, action plans etc.) must be submitted with the application where applicable

ENROLMENT INTERVIEWS

These meetings provide us with an opportunity to discuss your application in person and to learn more about your son or daughter. Our senior members of staff who conduct the interviews are also well placed to answer any questions that you might have about our educational programs and other opportunities available to Cabra students.

OFFERS OF ENROLMENT

Following the enrolment interview, once we have considered all of the applications for a particular intake, the college sends letters of offer to families. If we are not able to offer your child a place at Cabra, you will receive a letter inviting you to remain on our waiting list until we are able to make subsequent offers or enrolments are finalised.

LATE APPLICATIONS

Applications received after the first round of interviews are held and placed on our waiting list if there are no vacancies available at the time of submission. Although we try our best to offer enrolment to all families, especially those that meet the criteria, enrolment cannot be guaranteed unless the relevant paperwork is received within the specified timelines.

MORE INFORMATION

Please visit our website to gain a deeper understanding of what is on offer for each student at Cabra:

www.cabra.catholic.edu.au

The college registrar is your point of contact during the enrolment process. Please email:

registrar@cabra.catholic.edu.au

STUDENT NAME

Surname/Family Name:		Given Name(s):		Preferred Name:	
Date of Birth:		<input type="checkbox"/> Male	<input type="checkbox"/> Female	Commencement Year:	
Residential Address: <i>(Street address where student resides)</i>		State:		Postcode:	
Year Level:					

COUNTRY OF BIRTH

Was the student born overseas? <input type="checkbox"/> Yes <input type="checkbox"/> No		Birth Country:		Date of arrival in Australia: / /	
If born overseas, please tick residency status:		<input type="checkbox"/> Permanent Resident	<input type="checkbox"/> Temporary Resident	<input type="checkbox"/> Australian Citizen	<input type="checkbox"/> International Student
Does the student speak a language other than English at home? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, please specify:			
Visa Type (if applicable)		Date first enrolled in a school in Australia:			
Visa Number:		Date Granted:		Expiry Date:	

ABORIGINAL OR TORRES STRAIT ISLANDER

Is the student of Aboriginal or Torres Strait Islander Origin? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Aboriginal <input type="checkbox"/> Torres Strait Islander <input type="checkbox"/> Combination of Both					
--	--	--	--	--	--

RELIGIOUS AFFILIATION

Religion:			Present Parish:		
Sacraments	Parish	Date	Sacraments	Parish	Date
Baptism			Reconciliation		
Confirmation			Eucharist		

SIBLING INFORMATION

Names of other school age children in the family	Male/Female	Date of Birth	Current School	Year Level

PREVIOUS SCHOOLING

Most recent Schools and Pre-schools attended <i>(include Kindergarten up to present time)</i>			
	Name of School	Date commenced	Date left
1			
2			

ADDITIONAL LEARNING NEEDS AND CONSIDERATION FOR STUDENTS

Has your child been assessed by a specialist service (e.g. speech pathologist, occupational therapist, psychiatrist, psychologist, audiologist, optometrist, or other specialist clinic or service) OR does your child currently access a specialist service?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has your child attended any specialised educational settings e.g. units/centres, currently or in the past?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does your child require enrolment into the St Mary's Unit? (for students with intellectual disabilities)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are there any other social/emotional concerns that the College should be aware of to better support your child's learning? (e.g. Psychiatrist or Psychologist report)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does your child have any additional learning needs? (e.g. Specific Learning Disorder, ADHD, disabilities, special education needs)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does your child have special achievements, talents?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does your child require any special provisions to be made by the College? (i.e. medication, disability access, etc.)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If you answered YES, to any of the questions above, please provide details below OR on a separate sheet, and attach relevant supporting documentation with your application.		
<i>Additional Information:</i>		

PARENT 1/CAREGIVER 1

Surname/Family Name:		Date of Birth:		<input type="checkbox"/> Male	<input type="checkbox"/> Female
Preferred Title (Mr/Mrs/Ms/Miss etc):		Given Name(s):			
Cultural Background		Religion:		Country of Birth:	
Date of arrival in Australia (if applicable)		School attended:			
Residential Address:					
				State:	Postcode:
Postal Address: ('As above' if same as Residential Address)					
				State:	Postcode:
Telephone Numbers	Home:	Work:		Mobile:	
Email Address:					
Relationship to child (father, mother, foster parent, etc.):				Occupation:	
Employer:		If not employed, do you receive a government benefit? <input type="checkbox"/> Yes <input type="checkbox"/> No			

PARENT 2/CAREGIVER 2

Surname/Family Name:		Date of Birth:		<input type="checkbox"/> Male	<input type="checkbox"/> Female
Preferred Title (Mr/Mrs/Ms/Miss etc):		Given Name(s):			
Cultural Background		Religion:		Country of Birth:	
Date of arrival in Australia (if applicable)		School attended:			
Residential Address:					
				State:	Postcode:
Postal Address: ('As above' if same as Residential Address)					
				State:	Postcode:
Telephone Numbers	Home:	Work:		Mobile:	
Email Address:					
Relationship to child (father, mother, foster parent, etc.):				Occupation:	
Employer:		If not employed, do you receive a government benefit? <input type="checkbox"/> Yes <input type="checkbox"/> No			

PARENT 3/CAREGIVER 3 (if applicable)

Surname/Family Name:		Date of Birth:		<input type="checkbox"/> Male	<input type="checkbox"/> Female
Preferred Title (Mr/Mrs/Ms/Miss etc):		Given Name(s):			
Cultural Background		Religion:		Country of Birth:	
Date of arrival in Australia (if applicable)		School attended:			
Residential Address:					
				State:	Postcode:
Postal Address: ('As above' if same as Residential Address)					
				State:	Postcode:
Telephone Numbers	Home:	Work:		Mobile:	
Email Address:					
Relationship to child (father, mother, foster parent, etc.):				Occupation:	
Employer:		If not employed, do you receive a government benefit? <input type="checkbox"/> Yes <input type="checkbox"/> No			

PAST ASSOCIATION WITH CABRA DOMINICAN COLLEGE

Parent is an Old Scholar Yes No | If yes, how many years attended, and graduation year:

Other association (e.g., Grandparent):

REASONS FOR ENROLLING

Please state your reasons for enrolling at Cabra Dominican College:

How did you hear about Cabra? Website Old Scholar Advertisement Family Friends
 Other (If other, please specify):

PARENT/CAREGIVER LANGUAGE OTHER THAN ENGLISH

Does Parent 1/Caregiver 1 speak a language other than English at home?

Yes No

(If yes, and more than one language is spoken, indicate the one that is spoken most often):

Does Parent 2/Caregiver 2 speak a language other than English at home?

Yes No

(If yes, and more than one language is spoken, indicate the one that is spoken most often):

Does Parent 3/Caregiver 3 speak a language other than English at home?

Yes No N/A

(If yes, and more than one language is spoken, indicate the one that is spoken most often):

PARENT/CAREGIVER SCHOOL EDUCATION

What is the highest year of primary or secondary school Parent 1/Caregiver 1 has completed?

Note: for persons who have never attended school, tick the 'Year 9 or equivalent or below' box.

Mark one box only

- Year 12 or equivalent (4)
 Year 11 or equivalent (3)
 Year 10 or equivalent (2)
 Year 9 or equivalent or below (1)

What is the highest year of primary or secondary school Parent 2/Caregiver 2 has completed?

Note: for persons who have never attended school, tick the 'Year 9 or equivalent or below' box.

Mark one box only

- Year 12 or equivalent (4)
 Year 11 or equivalent (3)
 Year 10 or equivalent (2)
 Year 9 or equivalent or below (1)

What is the highest year of primary or secondary school Parent 3/Caregiver 3 has completed?

Note: for persons who have never attended school, tick the 'Year 9 or equivalent or below' box.

Mark one box only

- Year 12 or equivalent (4)
 Year 11 or equivalent (3)
 Year 10 or equivalent (2)
 Year 9 or equivalent or below (1)
 N/A

PARENT/CAREGIVER NON-SCHOOL EDUCATION

What is the level of the highest qualification Parent 1/Caregiver 1 has completed?

Mark one box only

- Bachelor Degree or above (7)
 Advanced Diploma/Diploma (6)
 Certificate I to IV
 (including trade certificate) (5)
 No non-school qualification (8)

What is the level of the highest qualification Parent 2/Caregiver 2 has completed?

Mark one box only

- Bachelor Degree or above (7)
 Advanced Diploma/Diploma (6)
 Certificate I to IV
 (including trade certificate) (5)
 No non-school qualification (8)

What is the level of the highest qualification Parent 3/Caregiver 3 has completed?

Mark one box only

- Bachelor Degree or above (7)
 Advanced Diploma/Diploma (6)
 Certificate I to IV
 (including trade certificate) (5)
 No non-school qualification (8)
 N/A

RELATIONSHIPS

Please complete if relevant: Parents Separated Parents Divorced Father Deceased Mother Deceased

With whom does the student normally reside? Both Parents Father Only Mother Only Shared/Other Arrangement

Communication regarding day to day matters is with whom? Both Parents Father Only Mother Only Caregiver

Family court order or other relevant court order: Yes No If Yes, please provide a copy of documentation with application.

PRIVACY AND RELEASE OF INFORMATION

1. Cabra Dominican College respects the privacy of personal and sensitive information regarding your family. The College collects personal information, including sensitive information about the student and parent(s) or caregiver(s) before and during the course of a student's enrolment at the College. The primary purpose of collecting this information is to enable the College to provide schooling for your child. A copy of the College's privacy policy is enclosed.
2. In situations where parents are separated, it is the policy of the College to release school reports to mother and father of the student upon request. It is also our policy to allow both mother and father to attend parent/teacher interviews upon request. However, the College will abide by any court orders which prevent the release of such information.
3. Some of the information the College collects is to satisfy the College's legal obligations, particularly to enable the College to discharge its duty of care.
4. Health information about students is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We may ask you to provide medical information or medical reports about your child from time to time.
5. Cabra Dominican College from time to time discloses personal and sensitive information to others for administrative and educational purposes. This includes to other Catholic Schools, government departments, South Australia Commission for Catholic Schools, Catholic Education Officers, local parish, medical practitioners and people providing services to the College including specialist visiting Consultants and Advisers from the Catholic Education Offices, sports coaches and volunteers.
6. In the event of default of payment of fees, the College may refer the default to a debt collection agency. If this occurs, personal information will be disclosed to the agency and you will be responsible for the collection and/or associated costs.
7. Cabra Dominican College from time to time is required to disclose personal and sensitive information in order to comply with the law or to report matters to the relevant persons or authorities.
8. If we do not obtain the information referred to above, we may not be able to enrol or continue the enrolment of your child.
9. Personal information collected from students is regularly disclosed to their parents or caregivers. On occasions information such as academic and sporting achievements, student activities and other news is published in the College magazine, intranet, college app and our website.
10. Parents or Caregivers may seek access to personal information collected about them and their child by contacting the College. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the College's duty of care to the student, or where students have provided information in confidence.
11. As you may know the College from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. We will not disclose your personal information to third parties for their own fundraising purposes without your consent.
12. If you provide the College with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the College and why, that they can access that information if they wish and that the College does not usually disclose the information to third parties.
13. In enrolling my child at this college I/ we accept that s/he will be educated in the Catholic faith within a Christian educational environment.
14. I/we accept that support of College staff and cooperation concerning school activities is essential.
15. I/we accept that we will abide by College policies as amended from time to time.
16. I/we accept that participation in camps is compulsory.
17. I/we accept that the College reserves the right to suspend or expel a student for serious or continued breaches of College rules, regulations and/or policies, including conduct which brings into disrepute the good name and reputation of the College.
18. I/we accept the standards the College sets regarding appropriate wearing of the uniform and personal presentation.
19. I/we jointly and severally accept responsibility for the payment of tuition fees and other costs associated with the education of my/our child as determined and amended from time to time by the College (except where exemptions/ remissions have been sought and granted). In the event of non-payment of tuition fees, enrolment of your child may be withdrawn. The College will not separately invoice accounts unless there is an active Court Order specifying how charges are to be separately billed to each parent/caregiver. Note, a copy of the relevant section of the Court Order must be provided to the Finance Department before accounts are billed separately.
20. I/we accept that the College does not accept liability for damage or loss of any personal possessions of students and that insurance for students' personal possessions is my/our responsibility.
21. I/We acknowledge that a term's notice in writing to the Principal is required before the withdrawal of my/our child from the College (which includes a child who has been accepted to commence at the school) or a term's fee in lieu of such notice will be charged (plus GST).
22. I/we give consent for the College to contact any other school which my child has previously attended for the purpose of ascertaining my/our late fee paying record.

*I/We acknowledge and accept all of the above terms and conditions (clauses 1–22).**

Parent 1/Caregiver 1 (signature)	Parent 2/Caregiver 2 (signature)	Parent 3/Caregiver 3 (signature)
Date:	Date:	Date:

APPLICATION CHECKLIST

Please include the following to assist your application:

- Application Fee \$22 (*GST inc and non-refundable*)
- Copy of the student's birth certificate
- If born overseas, a copy of the student's immigration visa subclass number or Australian citizenship certificate
- Copy of sacramental certificates (where applicable)
- Copy of most recent school report
- Copy of most recent NAPLAN report
- Copy of any court orders or related information regarding custody of the child (where applicable)
- Copies of documents relating to special needs (specialist reports, diagnosis, action plans etc.) must be submitted with the application where applicable

Please submit your application at least two years prior to the student commencing at Cabra.

COMPLETED APPLICATIONS

Please return completed and signed Application for Enrolment form to:

College Registrar
PO Box 57
MELROSE PARK SA 5039

Or email: registrar@cabra.catholic.edu.au
For phone enquiries please call: 8179 2400

PAYMENT OF APPLICATION FEE

Payment of a \$22 non-refundable fee is required with this application:

Payment Method: Credit Card Cash Cheque Amount: \$22.00

For Credit Card Payments: VISA Mastercard

Card Number: CCV:

Name on Card:

Card Expiry Date:

Signature:

Date:

I/We declare that all of the information provided in this application is, to the best of my/our knowledge, true.*

Parent 1/Caregiver 1 (signature)

Parent 2/Caregiver 2 (signature)

Parent 3/Caregiver 3 (signature)

Date:

Date:

Date:

***This form MUST BE SIGNED by ALL legal parents/caregivers of the enrolling child**

PLEASE NOTE – In due course applicants will be contacted regarding their application for enrolment. If applicants accept an offer of enrolment, the terms and conditions detailed in this Application for Enrolment are incorporated in the Enrolment Contract.

OFFICE USE ONLY

Application Fee Received: Credit Card Cash Cheque

Signature:

Date: / /

Data Received: / /

Deposit Paid: / /

Acknowledgement Sent: / /

Interviewed: / /

Offer Sent: / /

Offer Accepted: / /

Notice of Acceptance Sent: / /



CABRA
DOMINICAN COLLEGE



225 Cross Road
Cumberland Park SA 5041

Telephone: (08) 8179 2400
Facsimile: (08) 8272 9810

Email: cabra@cabra.catholic.edu.au
Website: www.cabra.catholic.edu.au