



# Arthur Phillip High School

This is an **Application for Consideration of Enrolment Form** and should be submitted in person at the school office. At the time of submission, we need to **sight original documentation** and be **provided with a photocopy** of each of the documents.

**Please send all communication to: [arthurphil-h.enrolments@det.nsw.edu.au](mailto:arthurphil-h.enrolments@det.nsw.edu.au)**

Calendar Year for Enrolment:	2025	2026	2027	Date of Application:	
Student Name:					
Date of Birth:				Age at time of Application:	
Gender:	Male	Female		Have you previously applied?	Yes No
Academic Year:	7	8	9	10	11 12
Parent/Guardian Name:				Relationship to Applicant:	
Address of Applicant:	Street:				
	Suburb:				
	Postcode:				
Email Address: <small>This will be used for all communication</small>					
Contact Information:	Home:		Work:		
	Mobile:				
Last/Current School/IEC/College:					
Electives currently studying: (Years 9 – 12 only)					
Name/s of any family/extended family members currently enrolled at APHS:					
Name and school of any children NOT enrolled at APHS:					
Enrolment:	Local Enrolment <input type="checkbox"/>			Non-Local Enrolment <input type="checkbox"/>	
				<b>Local high school:</b>	

Please provide **originals** of the following documents to the school for verification and

**attach copies of the original documents to this emailed application.**

<p><b>Student's residency status:</b> Is the student an Australian citizen?</p> <p>Is the student a permanent resident?</p> <p>Is the student a temporary resident?</p> <p>Does the student currently have a refugee/asylum seeker status?</p> <p>Does the student currently have a caseworker?</p>	<p><b>Evidence of Citizenship Status</b></p> <p><b>Attach a copy of the following documents:</b></p> <ul style="list-style-type: none"><li>○ Birth Certificate or Passport</li><li>○ Visa</li><li>○ Immicard</li><li>○ Travel Document</li></ul>
<p><b>Is the student of Aboriginal or Torres Strait Islander origin?</b></p> <p>Aboriginal</p> <p>Torres Strait Islander</p> <p>Both Aboriginal and Torres Strait Islander</p>	

**Please attach photocopies of the following documents to this form:**

- School Report for the past 12 months OR an Exit Report from the IEC
- NAPLAN Results
- Medicare Card / Private Health Insurance
- **Local Students** need to submit the **100 Points Identification of Residency** form with supporting documentation (see attached form)
- **Non Local students** need to provide a letter explaining their reasons for seeking enrolment at Arthur Phillip High School
- **Non Local students** need to provide **TWO documents** with proof of address

**Enrolment Panel:**

The EOI to enrol is developed by the school and requires the applicant to address the selection criteria and provide supporting documentation. If the school has a vacancy, the Enrolment Panel will consider the out-of-area applicant and recommend an interview or decline an application based on the out-of-area selection criteria outlined in the *How to Enrol Implementation Guide* published on the school's website. Interviews are NOT a guarantee of enrolment.

**Appeals:**

The purpose of an appeal is to determine whether the criteria have been applied fairly. Where a parent wishes to appeal against the decision of the enrolment panel, **the appeal must be made in writing to the principal** who will consider the appeal.

**False and Misleading Enrolment Information or Practices:**

The Application for Enrolment process requires the applicant to declare the information provided is correct. **The provision of false or misleading information can result in the enrolment being reversed.** If a person makes false or misleading information to a school when making an application for enrolment, this is an offence, which has a penalty of up to TWO years imprisonment [Section 307B of the Crimes Act 1900].

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## 100 Points Residential Proof Checklist

- All documents **MUST** be in the name of the enrolling parent/legal guardian
- All documents **MUST** be current (dated within last 3 months)
- When requested original documents are to be provided

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Point Value	Document showing full name of the child's enrolling parent/legal guardian	Points Scored
<b>40 Points</b>  <b>ONE</b> only (no additional points for additional documents)	<ul style="list-style-type: none"> <li>• Council rates notice</li> <li>• Exchanged contract of sale with settlement to occur within the applicable school year</li> <li>• Lease Agreement through a registered real estate agent with a period of at least <u>6 months</u> outstanding.</li> <li>• If exercising the continuation option on the original lease agreement, we Require               <ul style="list-style-type: none"> <li>- A letter from the registered real estate agent confirming the continuation of the property lease agreement in your name, length of time of and confirmation that you will be residing at the address for at least a further <u>6 months</u>.</li> <li>- You must also provide a current rental payment statement from the registered real estate agent</li> </ul> </li> </ul>	
<b>20 Points</b>  Any of the following documents	<ul style="list-style-type: none"> <li>• Private rental agreement for a period of at least <u>6 months</u> from Fair Trading with a statutory declaration completed by the owner of the premises stating all occupants names, dates of birth and a copy of the owners council rates (subletting agreements will not be accepted as proof of residence)</li> <li>• Centrelink Card or statement showing home address</li> <li>• Electoral Roll Statement</li> </ul>	
<b>15 Points</b>  Any of the following documents	<ul style="list-style-type: none"> <li>• Electricity <b>OR</b> Gas bill showing the home address</li> <li>• Telephone <b>OR</b> Internet bill showing the home address</li> <li>• Water rates notice</li> <li>• Drivers Licence or government ID showing home address</li> <li>• Home building and contents insurance showing the home address</li> <li>• Motor vehicle registration <b>OR</b> compulsory third-party insurance policy showing home address</li> <li>• Statutory declaration witnessed by Justice of the Peace. Please state the names of all occupants including the child/children, residential address, how long you have resided at the property, that you will continue to reside there for a further <u>6 months</u> and the reason for residing at the property. You are also required to provide <b>supporting documentation</b></li> </ul>	
<b>Supporting Documentation</b>  Either one:	Name of parent/guardian to be included on lease (and where possible the names of children residing at the property)  <b>OR</b> A letter from real estate agent listing ALL occupants, their dates of birth and the expected time period in which they will be residing at the property	
We DO NOT accept <b>mobile phone statements or bank statements</b> as proof of residency		