Enrolment

Students seeking enrolment at Box Hill High School are asked to complete and return, by appointment, a Student Enrolment Enquiry form (with the requested documents) which is available from the school website: [www.boxhillhs.vic.edu.au](http://www.boxhillhs.vic.edu.au)

Students are to nominate on the Enrolment Enquiry Form the type of enrolment for which they are to be considered:

**Select Entry Accelerated Learning (SEAL) Enrolment**
SEAL applicants are tested in the year prior to Year 7 entry and will be accepted for SEAL enrolment based on various criteria, including test results. Applications are made directly through the Box Hill High School website and the Enrolment Enquiry Form is not required.

**Neighbourhood Enrolment**
With a ceiling on our enrolment numbers, a student living in Box Hill High School’s “neighbourhood” seeking enrolment must present documents which provide proof of a permanent residence within our zone. Also to be provided is 2 utilities bill to the nominated address (not to include mobile phone). The criteria for a “neighbourhood” enrolment is that Box Hill High School is the closest government secondary school to the permanent residence. Distance is measured boundary to boundary, in a straight line. Given the number of schools of varying distances in the area, the school neighbourhood zone is not available on a map.

Suitable documents are:

- A residential property ownership document in the name of the legal guardian who is living permanently with the student at the address.
- A residential lease from a registered real estate agent in the name of the legal guardian who is living permanently with the student at the address, which displays a commitment to property that lies within our zone for 12 months from the date of enrolment.

**Curriculum Ground or Special Consideration**
Any student who is seeking another type of enrolment enquiry needs to fill in the enquiry form and attach in writing any special circumstances or specific curriculum grounds that need to be considered with their request.

**International Student**
All enquiries will be directed to the International Student office of the Department of Education and Early Childhood Development.

Department of Education and Early Childhood Development requirements are to be satisfied prior to enrolment.

For general information, please refer to our website: [www.boxhillhs.vic.edu.au](http://www.boxhillhs.vic.edu.au)

Dianne Trengove  
Enrolment Officer  
Ph. 9875 9154  
Email: trengove.dianne.r@edumail.vic.gov.au
Student Enrolment Enquiry

Date of enquiry : / / 

Office use only: Time: Interview date :

Student

Student Surname

First given name

Second given name

Preferred name

Gender (circle) M F Date of Birth / / 

Country of Birth* 

Proof of birth date must be sighted by the school

Office Birth Cert sighted Yes No

Passport sighted Sub class Yes No

Proposed year level

Other family members attending this school

*If the Country of Birth is not Australia, please supply a passport of both child and parent with the relevant visa or proof of Australian citizenship.

Family home address: With a ceiling on our enrolment numbers, a student living in the Box Hill High School’s “neighbourhood” seeking enrolment must provide a document which provides proof of a permanent residence within our zone. Also provide 2 utilities bill to the address nominated.

Number and Street

City

State

Telephone no.

Mob. no.

Primary Family details i.e. the legal guardian for the student. Proof of legal guardianship (birth certificate) is required.

Adult A

Gender (circle) M F

Title: (circle) Mr Mrs Ms Miss

Surname

First Name

Country of birth

Native language

Contact No.

Interpreter required Y N

Relationship to student: Parent, Step-parent, Adoptive parent, Foster parent, Relative, Friend, Self, Other.

*If the Country of Birth is not Australia, please supply a passport with the relevant visa or proof of Australian citizenship.

Primary Family mailing address details if different than home address

Number and Street

City

State

Living with Primary family (circle) Always Mostly Balanced Occasionally Never

Language spoken at home

Box Hill High School
Whitehorse Road, Box Hill, 3128
Ph: 9877 1177 Fax: 9894 1347
email: box.hill.hs@edumail.vic.gov.au

21 August 2012
**Current School**

<table>
<thead>
<tr>
<th>School name</th>
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<tbody>
<tr>
<td>Current school address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Suburb</td>
<td>Postcode</td>
<td>Ph. No</td>
</tr>
<tr>
<td>Contact person &amp; position held</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reason for leaving current school</td>
<td></td>
<td></td>
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<tr>
<td>Reason for wanting to attend Box Hill High School</td>
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<td></td>
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</tbody>
</table>

| Student's strengths | Student's weaknesses |          |
| Favourite Subjects | Curriculum preferences* |          |

*Prospective Y9 –Y12 students need to list Subjects they wish to study. Note : (6) Year 11 or (5) Year 12. Refer to the website for subject selection.*

**Type of Enrolment**

- Neighbourhood
- Curriculum Grounds or Special consideration

**International Student:** Direct your enquiries to the International Student office of the Department of Education and Early Childhood Development

Thank you for taking the time to complete this Student Enrolment Enquiry form. To be considered for enrolment, please bring the following original documents with photocopies when you bring this form to your appointment at Box Hill High School.

- **Proof of current address:** (When applying for Neighbourhood enrolment)
  - Suitable documents are:
    - A residential property ownership document in the name of the parent/ legal guardian who is living permanently with the student at the address. OR
    - A residential lease from a registered real estate agent in the name of the parent/legal guardian who is living permanently with the student at the address, which displays a commitment to property that lies within our zone for 12 months from the date of enrolment. AND
    - 2 utilities bills displaying the permanent address.

- **Most recent school report** including the most recent Naplan results. If the last place of study was overseas, please provide your most recent overseas report.

- **Proof of birth date**, i.e. birth certificate. If the Country of Birth is not Australia, please also supply a passport with the relevant visa or proof of Australian citizenship.

- **Proof of legal guardianship**: If the Country of Birth of the parents is not Australia, please also supply a passport with the relevant visa or proof of Australian citizenship.

**Signature(s) of parents/guardians**

Adult A

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Dated / /

Adult B

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Dated / /

**Privacy Notice** Box Hill High School is collecting your personal information to establish that you reside within the school’s enrolment zone. Your information will not be disclosed to any other organisation without your consent, or unless authorised or required by law. You can access your personal information held by the school by contacting Dianne Trengove by phone on 9877 1177 or emailing: box.hill.hs@edumail.vic.gov.au. If you choose not to provide some or all of the information asked for, we may not be able to enrol your child in Box Hill High School.