

Enrolment Application Form



Return via post to PO Box 6166, Mitchelton Q 4053 or email: enrol@malyon.edu.au

Australian College of Theology
CRICOS Provider no: 02650E

1. Personal Particulars

Please provide certified proof of identification with your application (driver's license, passport, birth certificate)

Title:	Surname:	
Christian Names:		
Residential Address:		
Suburb:	State:	Postcode:
Postal Address:		
Suburb:	State:	Postcode:
Email Address:		
Home Phone:	Work:	Mobile

2. Residential Status *indicates documentary evidence required in Australia

- Australian Citizen
- Permanent Resident* Humanitarian Visa* Temporary Visa (Student Visa)*
- Aboriginal/Torres Strait Islander New Zealand Citizen*
- Other: (give details): _____

Date of Birth: / /	Country of Birth:	
Language Spoken at Home:		
Date of Arrival in Australia (if born overseas): / /		
Emergency Contact Information	Name:	Phone:
Emergency Contact Relationship to You:		
Do you have a disability, Impairment or Long-term Medical Condition?	Yes / No	
Please specify:		
Would you like to be informed of support services / equipment / facilities which may assist you?	Yes / No	

I understand that my details and the information on this form will be stored on the databases used by Malyon and the Australian College of Theology. I also hereby agree to the publicised use of my name at the discretion of Malyon or the Australian College of Theology to print or distribute, not limited to, for statistical, administrative and academic purposes.

Photographs and video may be taken of students whilst on campus to be used for security, administration and promotional purposes. It is your responsibility on every occasion to advise staff immediately if you do not wish to be included. Not stating may result in being published.

Signature: _____ Date: / /

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4. Select a Course (please tick)

As an affiliated college of the Australian College of Theology, Malyon Theological College is approved to deliver the following courses of the Australian College of Theology (CRICOS 02650E):

Undergraduate – If you are under 21 years of age, these courses require a certified copy of an OP of 15 or ATAR of 65 or better; if you are 21 or over you may be required to undertake an Academic Entrance Test

✓	Course	Acronym	Maximum Timeframe
	Bachelor of Ministry	BMin	Upto 9 years part-time
	Diploma of Ministry	DipMin	Upto 4 years part-time

Graduate – These courses require you to have completed a non-theological degree. Attach a certified copy of your degree transcript.

✓	Course	Acronym	Maximum Timeframe
	Graduate Diploma of Divinity	GDDiv	Upto 2 years part-time

5. Education History

Please select your highest level of education (which you are providing certified copies to meet entrance requirements):

- | | |
|--|---|
| <input type="checkbox"/> Secondary Education | <input type="checkbox"/> Higher Education Course |
| <input type="checkbox"/> TAFE Award | <input type="checkbox"/> I wish to Audit Only (No ACT Requirements) |
| <input type="checkbox"/> Mature Age | <input type="checkbox"/> Malyon Pastoral Award (for Ordination Candidates only) |
| <input type="checkbox"/> Other: _____ | |

Secondary School:		
Completion Year:	Location:	Postcode:
Did you complete Year 12? Yes / No	OP / ATAR Score:	
<i>Please list any other post-secondary study with name of institution, years of study, name of award</i>		
Institution:	Award:	Completion Year:

5. Education History – Continue

Overseas Students Only: (You must attach a copy of your results)

Fill-in your IELTS Scores in Each Field	Date of Test:	
Reading:	Writing:	Listening:

6. Financial

Please indicate how you are planning to meet the financial costs of the course and study expenses.

- I will have sufficient funds in hand to pay each semester in advance
- I will be applying for FEE-HELP (ask staff for the appropriate form/online instructions)
- Overseas Students must provide proof of financial support for a minimum of 2 years

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Regulations

Overseas Students: “The information provided by overseas students to the provider (the Australian College of Theology) may be made available to Commonwealth and State agencies and the Fund Manager of the Educational Services for Overseas Students (ESOS) Assurance Fund, pursuant to obligations under the ESOS Act 2000 and the National Code; and the provider is required, under section 19 of the ESOS Act 2000, to tell the Department about: (i) certain changes to the student’s enrolment; and (ii) any breach by the student of a student visa condition relating to attendance or satisfactory academic performance”. By signing this form I acknowledge that I have read, understand and accept the ACT Refund Policy and Agreement for Overseas Students.

Variation of Enrolment: Students who wish to vary their enrolment by addition of or withdrawal from a unit should consult student information distributed by their college for the critical dates that apply to that unit and the procedure to use to apply for a variation. After the Administrative Date and up to the Census Date of a unit, a Variation of Enrolment Fee may apply. Withdrawal from a unit after the Withdrawal Date will normally attract a fail (FW) grade. For more information, see <http://www.actheology.edu.au> .

Closing dates for application: An application for enrolment in a unit lodged after the Administrative Date for the unit shall be subject to the Variation of Enrolment Fee.

Credit Transfer / RPL: ACT’s Credit Transfer and Recognition of Prior Learning Policies are published on the ACT’s website www.actheology.edu.au. Students are encouraged to become familiar with this policy.

Grievance Resolution: The ACT’s Grievance Resolution Policy for Domestic Students and Grievance Resolution Policy for overseas Students are available on the ACT website www.actheology.edu.au. By signing this form, I acknowledge that I have read, understand and accept the Grievance Resolution Policy for Domestic/Overseas Students.

Refunds of tuition fees: Candidates who withdraw after the census dates and wish to apply for re-crediting of their FEE-HELP balance or refund up-front tuition fees must apply in writing to the Registrar of the Australian College of Theology. A copy of the regulations for re-crediting FEE-HELP balances can be found on the Australian College of Theology website www.actheology.edu.au

Declaration

- I have read the current Fees including FAQ’s
- I have a computer (required)
- I understand that should I desire to proceed to accredited Ministry with Queensland Baptists this will require a further application at the discretion of the Baptist Union of Queensland
- I hereby apply for admission to Malyon for Semester _____ of the academic year of _____.

I understand that I am enrolling in units contributing to the completion of a course of the Australian College of Theology, and I declare my intention to complete this course of study (not applicable to cross-institutional enrolments or Single Unit Study). I understand that I can access rules relating to my course on the website of the Australian College of Theology. I certify that to the best of my knowledge the enclosed details are correct. I understand that my personal information will be stored by the Department of Education and Training and other Australian federal and state government departments. I understand that the information on this form is collected for program administration purposes, including the viewing of survey data by relevant parties. Authority to collect this information is contained in the Higher Education Support Act 2003; information may be shared between the Australian government departments; and information may not otherwise be disclosed without my consent unless authorised or required by law. I understand that my information may be sent to software vendors in order for me to access software relevant to my course at reduced rates, and not on-sold to any provider. I understand that work submitted in relation to this course may be submitted to organisations for academic integrity assurance. I understand that my details may be shared with government departments in relation to transport concessions. I understand that giving false or misleading information is a serious offence under the Criminal Code.

Signature: _____ **Date this application submitted** ____/____/____