



## PERSONAL DETAILS

Gender:  Date of Birth (DD/MM/YYYY):

First Name:  Middle Name (if applicable):  Last Name:

Citizenship:  Country of Birth:  Passport number:

## CONTACT DETAILS

Email:  Mobile Number:

## RESIDENTIAL ADDRESS

Unit No:  Street name:  Suburb:  Postcode:

Overseas Address:

## APPLICANT INFORMATION

Will you be lodging your student visa application:  *(Please submit GS Letter (Genuine Student))*

Unique Student Identifier (\*USI):  Applicant Offshore/Onshore:

\*If you do not have a USI number, please register for on at <https://www.usi.gov.au/students>

## ENGLISH PROFICIENCY LEVEL (please provide documentary evidence)

Have you taken an English test in the last 2 years?

Yes, I have taken a recognised English language test in the past 2 years (e.g., IELTS, TOEFL, PTE) *:(please attach evidence)*

If yes, type of test:  Date of Test (DD/MM/YYYY):  Overall Score:

or

If no, I would like to take a Liberty Construction College placement test. Please email me the LLN Test link.

*Please note: During course orientation we may require students to undertake a language, Literacy and Numeracy course using LLN Robot, in order to provide additional LLN support for students.*

## EDUCATION HISTORY

What is your highest completed secondary Education level?  Year Completed:

Are you currently enrolled at another institution in Australia? (Yes/No)

If Yes, Which institute:  Program:

Expected Date of Completion (DD/MM/YYYY):  **Is a Release Letter Required? Yes/No**

Do you have overseas academic qualifications? (Yes/No)

Degree:  Name of Qualification:

Name of institution:



# Enrolment Form

Liberty Construction College

CRICOS Code: 03621B/Provider Code: 45199

## CONFIRMATION OF ENROLMENT

Do you require a CoE? (Yes/No)

If yes, please provide details:

## PRE-ENROLMENT DETAILS

### EMPLOYMENT STATUS

Is this course relevant to your current qualifications or previous work experience? Are you currently employed?

### STUDY REASON(S)

Please explain reasons to study the program you applied for.

How is this course relevant to your future career and education plans?

## REQUEST FOR DISABILITY SUPPORT

Do you require disability support? (Yes/No)

Yes. If yes, please provide details:

If you are requesting disability support and have a disability that may affect your learning (e.g., hearing, or vision impairment, health, mobility, etc.) please provide official supporting documentation (in English) about the nature of your disability and the impact it will have for your education in Australia.

## INDIGENOUS STATUS

Is the person of Aboriginal or Torres Strait Islander origin?

## COURSE SELECTION

Please check more information about our courses: <https://www.libertycollege.edu.au/package/>

Course Start Date (DD/MM/YYYY):

Please contact us for our available monthly intake dates at +61 07 3161 6102 or email at [info@libertycollege.edu.au](mailto:info@libertycollege.edu.au)

## CAMPUS SELECTION

Please check more information about our campuses: <https://www.libertycollege.edu.au/our-campuses/>

## PAYMENT OPTIONS & INFORMATION

Per Term

Or

Half-yearly

I confirm the student or the person responsible for paying the fees has chosen to pay more than 50% of the total tuition fee.



## REFUND POLICY

Please access and read our International Student Refund and Cancellation policy.

<https://www.libertycollege.edu.au/wp-content/uploads/2024/08/Finance-Policy-August-2024.pdf>



I have read and understood the Conditions of Enrolment and International Student Refund Policy on the Liberty College website.

## TERMS & CONDITIONS

1. No refund will be made if a student is expelled for misconduct, or their visa is cancelled by the Australian government.
2. Applications for a refund must be made to the principal in writing.
3. The enrolment processing fee is non-refundable.
4. Payment plan fee is non-refundable.
5. The refund of payment will be as per refund policy attached above.
6. Notices of cancellation are not effective until written notification and evidence documents are received by us.
7. All refunds are made in Australian Dollars and will be paid within 4 weeks (28 days) of receiving a written claim.
8. All refunds are made payable to and sent to the student in his/her country of origin.
9. Bank charges are deducted for refunds made by bank draft or electronic transfer.
10. We will provide a statement to students that explains how the refund amount has been worked out.
11. Tuition fees are not transferable to another person or institution but may be transferred to another course within our college.
12. Course change will incur a fee of \$500.
13. When acceptable documentary evidence is produced, refunds will be at our discretion. While we emphasise the value of pastoral care and seek to make appropriate and useful services available to students, whether a student avails him or herself of these services is a matter of individual choice. Please note that our employees, agents, or related entities expressly disclaim to the full extent permitted by the law any liability whatsoever arising out of or in respect of information, advice or opinion provided by our employees or related entities in respect of matters other than the course program itself.
14. In the unlikely event that we are unable to deliver your course in full, you will be offered a refund of all the course money you have paid to date. The refund will be paid to you within 2 weeks (14 days) of the day on which the course ceased being provided. Alternatively, you may be offered enrolment in an alternative course at our college at no extra cost to you. You have the right to choose whether you would prefer a full refund of course fees, or to accept a place in another course. If you choose placement in another course, we will ask you to sign a document to indicate that you accept the placement.
15. If we are unable to provide a refund or place you in an alternative course our Tuition Protection Service (TPS), will place you in a suitable alternative course at no extra cost to you.

22. Finally, if Liberty Construction College cannot place you in a suitable alternative course, the ESOS Assurance Fund Manager will attempt to place you in a suitable alternative course or, if this is not possible, you will be eligible for a refund as calculated by the Fund Manager.

### Health Cover – OSHC

It is a condition of student visa that all students arrange health insurance before being issued with a visa and that the insurance is maintained during the student's stay in Australia.

### Deferral, suspension, or cancellation of enrolment

Please read the information in the Student Handbook (available from the college's website) before you sign the declaration.

### Visa Requirements

Students are required to undertake a full-time study workload of 20 contact hours per week and achieve a minimum rate of academic progress that will enable them to complete the course in the time frame stated in their Confirmation of Enrolment. Students are therefore required to successfully complete a minimum of 50% of their units in a semester. Failure to do so will have to be reported to the Department of Home Affairs and may result in the cancellation of their student visa.

### Change of Address

The student understands that they must advise Liberty International College within 48 hours of any change in their address or contact details during their course.

## EMERGENCY CONTACT

Name:

Relationship to Student:

Address:

Phone No:

Email:

## HOW DID YOU HEAR ABOUT US?

Did you register from education agency?

Agency name:

## ENROLMENT CHECKLIST

(A CoE cannot be created until all the below documents are received and approved)

- Signed and Completed Application Form
- GS Letter (Genuine Student)
- Copy of Passport and current visa
- Documentation of Highest Qualification Achieved
- English Proficiency (IELTS or English Certificate)
- Other, please specify:

*We do not accept any students under 18 years of age in any courses offered.*



# Enrolment Form

Liberty Construction College

CRICOS Code: 03621B/Provider Code: 45199

## STUDENT DECLARATION

I have read fully and understand and accept the Terms and Conditions of Enrolment detailed on this form.

Student's Signature:

Date (DD/MM/YYYY):

## INFORMATION SHEET

Program Name	Academic Entry Requirement	Work Placement Hours	English Entry Requirement
CRICOS 104874G/CPC30220 Certificate III in Carpentry - Duration: 78 weeks - Mode of delivery: Face-to-Face	<ul style="list-style-type: none"> <li>Must have completed high school year 10 or equivalent and above *</li> <li>Must be 18 years of age or above</li> </ul>	400 Hours	Academic IELTS score 5.5 minimum (no lower than 5.0 in each band); or PTE equivalent or Liberty Construction College internal ACSF/LLN Test result score overall level 3** minimum (no lower than level 3 in each band);
CRICOS 107594B/CPC30620 Certificate III in Painting and Decorating -Duration: 92 weeks -Mode of delivery: Face-to-Face	<ul style="list-style-type: none"> <li>Must have completed high school year 10 or equivalent and above *</li> <li>Must be 18 years of age or above</li> </ul>	360 hours	
CRICOS 103806E/CPC31320 Certificate III in Wall and Floor Tiling - Duration: 52 weeks - Mode of delivery: Face-to-Face	<ul style="list-style-type: none"> <li>Must have completed high school year 10 or equivalent and above *</li> <li>Must be 18 years of age or above</li> </ul>	360 Hours	
CRICOS 103785E/CPC40120 Certificate IV in Building and Construction - Duration: 52 weeks - Mode of delivery: Face-to-Face	<ul style="list-style-type: none"> <li>Must have completed high school year 12 or equivalent and above *</li> <li>Must be 18 years of age or above.</li> <li>Successful completion of Certificate III in relevant trade course</li> </ul>	N/A	
CRICOS 103755M/CPC50220 Diploma of Building and Construction (Building) - Duration: 52 weeks - Mode of delivery: Face-to-Face	<ul style="list-style-type: none"> <li>Must have completed high school year 12 or equivalent and above *</li> <li>Must be 18 years of age or above.</li> <li>Successful completion of the CRICOS Certificate IV in Building and Construction (Building) (CRICOS 103785E/CPC40120) or Certificate III in relevant trade course.</li> </ul>	N/A	
CRICOS 107593C/CPC50320 Diploma of Building and Construction (Management) - Duration: 52 weeks - Mode of delivery: Face-to-Face	<ul style="list-style-type: none"> <li>Must have completed high school year 12 or equivalent and above *</li> <li>Must be 18 years of age or above.</li> <li>Successful completion of the CRICOS Certificate IV in Building and Construction (Building) (CRICOS 103785E/CPC40120) or Certificate III in relevant trade course.</li> </ul>	N/A	

\*Any AQF qualification at the Certificate III level or above in any discipline area delivered and assessed in English will be deemed as meeting both the academic and English language entry requirements.

\*\* IELTS is the preferred test for English proficiency; However, results of other testing systems may also be accepted or complete Liberty Construction College LLN test. Students must show certified proof of their proficiency or proof of having passed an English Language Test in the last two years.

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## ORIENTATION INFORMATION

Liberty Construction College's orientation is usually scheduled the Week before the intake date.

- **Brisbane Campus Address:** 7/197 Murarrie Road, Murarrie, QLD 4172
- **Sunshine Coast Campus Address:** 2/3 Technology Drive, Warana QLD 4575
- **Gold Coast Campus address:** 1/16 Hinde Street, Ashmore QLD 4214
- **Adelaide Campus Address:** 391 Churchill Rd, KILBURN, SA 5084

Please note these dates may change, for more information please make sure to check your Letter of Offer Page 2 Written Agreement-Acceptance of Offer or contact Liberty International College for confirmation.

*If you're a new student, attending an Orientation event is compulsory for students.*

What to bring:

- Passport
- Visa approval letter
- Oversea Student Health Cover (OSHC) card or confirmation letter
- Personal contact details: including your Australian address and mobile number.
- Unique Student Identifier (\*USI): If you do not have a USI number, please register for on at <https://www.usi.gov.au/students>