



# MONTE SANT' ANGELO MERCY COLLEGE

## APPLICATION FOR ENROLMENT

- CHECKLIST:** This application must be returned to the College with
- A written reference pertaining to the family
  - A copy of the student's Baptismal Certificate if the student has been baptised Catholic
  - Application for Enrolment Fee (this is non-refundable)

PO Box 1064 North Sydney 2059  
128 Miller Street North Sydney 2060

Telephone: +61 2 9409 6200  
Registrar direct: +61 2 9409 6245

Email: [registrar@monte.nsw.edu.au](mailto:registrar@monte.nsw.edu.au)  
[www.monte.nsw.edu.au](http://www.monte.nsw.edu.au)

MONTE SANT' ANGELO MERCY COLLEGE LIMITED  
ABN 68 071 488 241



# STUDENT'S DETAILS

## OFFICE USE ONLY

Student Number:

W. List or Acc:

C or N/C:

First name

Other names

Surname

Preferred name

Date of birth

No. of sisters

No. of brothers

Age rank in family (eg 1st)

Religion

Parish

Proposed level of entry (eg Year 7)

Proposed year of entry (eg 2020)

Present School (if applicable)

Year at Present School (eg Year 3)

In what country was your daughter born?

**If not Australian**, does your daughter hold Australian Citizenship or Residency?  
(Please circle appropriate response)

YES

NO

If your daughter is not an Australian Citizen or Resident, please provide the following details:

Passport number

Country of issue

Visa category

Visa number

Do you have other daughters currently enrolled, or who have applied to enrol, at Monte?

### CURRENTLY ENROLLED

Given names

Year of entry

### APPLIED TO ENROL

Given names

Proposed year of entry

Is the student's mother an ex-Monte student? YES NO (Please circle appropriate response)

Please list any close relatives who are ex-students of the College (including mother, grandmother)

Name

Maiden name

Relationship

Year & level left Monte

**BEFORE SUBMITTING THIS APPLICATION PLEASE READ THE CONDITIONS OF ENROLMENT**

# PARENT/CARER DETAILS

Father/Carer

Mother/Carer

Title & Surname

Title & Surname

Given names

Given names

Preferred name

Preferred name

Maiden name

Home address

Mailing address  
*(if different from home address)*

Home telephone

Mobile telephone

Email

Country of birth

Religion

Occupation

Employer

Work telephone

Student lives at the same address as  Both Parents  Mother  Father  Carers

Is the student Aboriginal or Torres Strait Islander?  YES  NO (Please circle appropriate response)

OVERLEAF AND SIGN TO INDICATE YOUR ACCEPTANCE OF THESE CONDITIONS.

# CONDITIONS OF ENTRY AND CONTINUING ENROLMENT

**1 Enrolment** is for the normal expected period of education offered by the College. Enrolment may be terminated by

1.1 **The Parent:** once a student has commenced at the College, the Principal must be given, in writing, a term's notice of the withdrawal of a student. A term's fees will be charged in lieu of notice.

1.2 **The Principal:** continued enrolment is dependent upon student behaviour and progress. Enrolment may be reviewed at any time that the behaviour or progress of a student is deemed to be unsatisfactory.

A copy of the College Enrolment Policy is available on the College website.

## 2 Educational information

2.1 The parents/carers may be asked to provide a copy of the results obtained by the student in the Year 5 NAPLAN assessments.

2.2 Enrolled students are required to undertake external and internal point of time testing as required by educational authorities and the College.

2.3 The College reserves the right to amend its academic and other programs at any time without notice. This may include discontinuance of teaching subjects and other programs.

## 3 Attendance and absence

3.1 Each student must attend school during the whole term. The College should be notified via the dedicated telephone, facsimile or email if a student is absent. A note must be sent with the student on her return explaining her absence.

3.2 Any request for leave of absence must be made in advance, in writing, to the Principal. Leave is granted at the discretion of the Principal.

## 4 Discipline

4.1 Confirmation of enrolment at the College signifies on the part of both parents/carers and students their acceptance of the rules and regulations of the College and their intention to abide by them. The Principal may suspend or expel any student whose conduct is deemed unsatisfactory.

## 5 Uniform

5.1 Confirmation of enrolment at the College signifies on the part of parents/guardians the responsibility of providing the full appropriate uniform and on the part of the student the responsibility of wearing correctly the full appropriate uniform at the College, when travelling to and from the College, and at all College occasions, unless otherwise instructed. There is a uniform for Years 7–9 and another for Years 10–12.

## 6 Fees

6.1 The Board of Monte Sant' Angelo Mercy College Limited has issued a Fees Policy which requires all College fees to be paid in advance on the Fees Due Date. The College fees will be set out in a Statement of Fees issued before the commencement of each term.

6.2 A copy of the College Fees Policy is available on the College website.

## 7 Enrolment Fees

7.1 A non-refundable Application for Enrolment Fee is payable prior to an application being processed.

7.2 A non-refundable Acceptance Fee is required to confirm a student's place on a future class list if enrolment is offered by the College as per the College Enrolment Policy.

7.3 A non-refundable Confirmation of Enrolment Fee is required to finalise a student's confirmed place as per the College Enrolment Policy.

## 8 DECLARATION

I/We apply to have the student named in this application enrolled at Monte Sant' Angelo Mercy College and agree to be severally and jointly responsible for the payment of all fees and charges and to support the Mission and Values and all practices of the College and to abide by the above conditions of enrolment.

Signatures

Names

Date

## COLLEGE USE ONLY

Application for Enrolment Form received by Registrar:

Application Fee paid: \$  Date:  Receipt No.

Offer of Place made:  Offer Expires on:  Accepted by Parents:

Acceptance of Place Fee paid: \$  Date:  Receipt No.

Confirmation of Enrolment Fee paid \$  Date:  Receipt No.