

CTIC ENGLISH APPLICATION FORM 2024

All questions must be answered and details filled in, if not applicable please mark N/A.

CTIC will send a Letter of Offer confirming fees, dates, payment methods. Your Letter of Offer will state if a Genuine Temporary Entrant (GTE) assessment is required.

PERSONAL DETAILS *please read enrolment conditions (MANDATORY FOR LOO AND COE ISSUANCE)

Title	<input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Other		
Family Name			
Given Name			
Gender	Male / Female	DOB (DD/MM/YY)	
Country of Birth		Nationality	
Passport Number		USI Number	

VISA DETAILS (MANDATORY)

Under which visa type do you intend to study at Cass Training International College?
 Student Working Holidays Tourist Other

Are you currently in Australia? Yes No

If you are in Australia, what visa do you have now? (Please send a copy of your current visa)
 Student Working Holidays Tourist Other

If you are not in Australia, which country will you be applying for your visa from?

Will the Applicant be bringing any dependent(s) to Australia while studying at CTIC and/or authorised packaging partner institution?
 If yes, please provide details: _____

Are there any circumstances which CTIC should know of regarding your previous studies in Australia, eg. non-completion of courses, non-attendance, non-course progress or visa refusal? Yes No
 If "Yes" please specify _____

STUDENT CONTACT DETAILS (MANDATORY FOR COE ISSUANCE)

Home Country Address			
Phone Number			
Address in Australia			
Email			

OVERSEAS CONTACT DETAILS

Emergency Contact Name			
Relationship			
Phone Number		Email	

AGENT DETAILS *please fill out this section if you have an agent

Do you have an Agent? Yes No

Agency Name		Contact Name	
Agent Phone Number		Agent Email Address	

Do you authorise the above agent to receive information applicable to your application and studies at CTIC? Yes No

ENGLISH PROFICIENCY

Is English your first language? Yes No

Have you taken a recognised English language test? Yes No

Name of English Test		Result	
Date Undertaken			

CURRENT STUDY (Onshore applications)			
Are you currently studying in Australia?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Name of the Institution			
Course Name			
Start Date		Finish Date	
Are you transferring from another College? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, please provide a release letter or deferred COEs.</i>			
COURSE ENROLMENT DETAILS (MANDATORY FOR LOO AND COE ISSUANCE)			
Please refer to our website at www.ctic.com.au for course information and intake dates.			
Course 1			
Course Name and Course Code	Start Date	Weeks	Preferred Session (Morning or Evening)
Course 2			
Course Name and Course Code	Start Date	Weeks	Preferred Session
Course 3			
Course Name and Course Code	Start Date	Weeks	Preferred Session
Course 4			
Course Name and Course Code	Start Date	Weeks	Preferred Session
Course 5			
Course Name and Course Code	Start Date	Weeks	Preferred Session
Please tick if you wish CTIC to organise your payment for the external Cambridge exam. <input type="checkbox"/> FCE <input type="checkbox"/> CAE			
COURSE BREAK			
If you require a break between courses while studying, please complete: (Maximum break is 2 weeks every 12 weeks)			
 <i>e.g.) 2 weeks break after 8 weeks</i>			
INSTALMENT REQUEST			
Do you require instalments? <input type="checkbox"/> Yes <input type="checkbox"/> No (If Yes, please specify) _____			
FURTHER STUDIES IN AUSTRALIA			
Are you planning further studies in Australia after you finish your course? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If 'yes', please provide follows:</i>			
Name of the institute			
Course			
Start date		Finish date	
ADDITIONAL SERVICES			
Do you suffer from any medical /physical condition which CTIC should be advised? <i>If 'yes', please specify</i> _____			<input type="checkbox"/> Yes <input type="checkbox"/> No
Will you require any assistance within the learning environment as a result of this condition? <i>If 'yes', please specify</i> _____			<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you require Overseas Student Health Cover?			<input type="checkbox"/> Yes

Type	Single / Dual / Family	Duration	months	<input type="checkbox"/> No
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CTIC TERMS AND CONDITIONS OF THE ENROLMENT

English Entry Requirements

General English – no requirements
 Real English – Advanced English level
 IELTS Preparation – Intermediate English level
 Cambridge English First FCE – Intermediate English level
 Cambridge English Advanced CAE – Advanced English level
 EAP – Intermediate English level

Arrival and Orientation

Students must attend **Orientation at 8:30AM for Morning class and 3:00PM for Evening class** on the Friday before the start date of their course. Students must bring their passport to the Orientation. If a student needs to change the start date of the course, please contact the College via e-mail admissions@casstraining.com.au

Course Progress

Student visa holders must academically progress throughout their period of enrolment. When a student does not meet the course progress requirements, they may be reported to Department of Home Affairs via PRISMS as required under section 19 of the ESOS Act 2000 and this may result in their visa being cancelled.

Attendance and weekly Course Hours

Student visa holders must attend 20 contact hours per week and at minimum attend 80% of the scheduled course contact hours. When a student does not meet the attendance requirements, they may be reported to Department of Home Affairs via PRISMS as required under section 19 of the ESOS Act 2000 and this may result in their visa being cancelled.

Complaints and Appeals Processes

CTIC has procedures and processes in place for prompt and fair hearing and resolving student complaints and/or appeals. These procedures do not remove the right for the student to pursue outside legal remedies if deemed appropriate.

Age

CTIC offers enrolment in courses to students over the age of 18 years.

Refund Policy

This policy and associated procedures meet the requirements of Clauses 5.3 and 7.3 and Schedule 6 of the Standards for RTOs 2015 and Standards 2 and 3 of the National Code of Practice for Providers of Education and Training and Overseas Students 2018, as well as the ESOS Act 2000 and the ESOS (Calculation of Refund) Specification 2014.

This policy is available at the Download Centre on www.ctic.com.au.

DECLARATION

I understand that any misleading information that I have provided on this form and to the CTIC may result in the termination of this application and future enrolment and agreements with CTIC.

 Student Signature

 Date (DD/MM/YY)