



# WOODCROFT COLLEGE

## *Registration of Interest*



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*Vibrant . Innovative . Inclusive*

**An Independent Coeducational Anglican R-12 School**

PO Box 48, Morphett Vale South Australia 5162 T: +61 8 8322 2333 [www.woodcroft.sa.edu.au](http://www.woodcroft.sa.edu.au) Cricos #01645K

## TERMS AND CONDITIONS OF REGISTRATION FOR ADMISSION

This application form should be completed and returned together with the non-refundable registration fee of \$55.00 to:

**The Registrar**

Woodcroft College  
Bains Road (PO Box 48)  
MORPHETT VALE SA 5162

### Terms and Conditions

1. Upon receipt of the completed form and registration fee, the applicant's name will be added to the list of those seeking entry to the College in the year and at the level designated.
2. The completion of the Registration of Interest form and payment of the fee will not necessarily guarantee enrolment in the Early Learning Centre or College.
3. For ELC entry, places of enrolment will be offered in the order in which they are received and in line with the priority of access guidelines.
4. For all other points of entry, places of enrolment are offered in the order in which registrations are received, subject to the following:
  - first preference being given to families already connected with the College through the attendance at the ELC or brothers and/or sisters (present) of the applicant;
  - children of staff members;
  - children of Old Scholars;
  - special circumstances; and
  - remaining applicants will be offered places according to the order in which registrations are received.
5. The main points of entry to the College are ELC, Reception, Year 6, Year 7, Year 8 and Year 10. Students may be admitted at other year levels provided places are available. The entry point for Reception is Term 1 only (aged 5 before the 31 May).
6. Formal offers for enrolment in the Early Learning Centre will usually be offered no more than five (5) weeks prior to the start date and will be dependent on the prompt return of an enrolment form and payment of a non-refundable \$55.00 enrolment fee.
7. Formal offers of place for enrolment in the College for main points of entry from Reception - Year 10 (see point 5 above) will be made no earlier than 1 March two years before the student starts at the College. Acceptance of such offers will involve a contractual agreement and payment of a non-refundable enrolment fee.
8. Formal offers of place in other year levels will take place in the last term of the College year prior to the year in which entry is sought. Acceptance of such offers will involve a contractual agreement and payment of a non-refundable enrolment fee.
9. Applicants may elect to defer the point of entry to a later year level. Deferrals need to be notified in writing. Applicants will then be added to the waiting list for that later year level according to the date of their original application. A deferral made after a formal offer has been made does not guarantee a place in a later year level, although every reasonable attempt will be made to accommodate this.
10. It is the responsibility of Parents to advise the College of changes to address and/or contact numbers after registration. Failure to do so may preclude an applicant from offers of enrolment.

**Please retain this page for your records**

# WOODCROFT COLLEGE REGISTRATION OF INTEREST

Please include the \$55.00 non-refundable registration fee with this form.  
A separate form must be used for each child with the registration fee payable for each child.

## PRIVACY STATEMENT

### Privacy Statement

- The information collected in this form is governed by the Privacy Policy of Woodcroft College Inc and Woodcroft College ELC.
- If you wish to view the full Policy Information Collection Notification, please contact the College Privacy Officer through the College Administration or contact the ELC directly.

### PARENT 1

Title  Dr  Mr  Mrs  Ms  Other .....

Surname .....

Given Name .....

Residential Address .....

.....

.....

Mail Address (if different from above) .....

.....

.....

Home Telephone .....

Home Email .....

Mobile Telephone .....

Business Telephone .....

Business Email .....

Relationship to Future Student .....

.....

Are you an Old Scholar of Woodcroft College?  
 Yes  No

If so, your last year of enrolment .....

Name at time of enrolment .....

### PARENT 2

Title  Dr  Mr  Mrs  Ms  Other .....

Surname .....

Given Name .....

Residential Address .....

.....

.....

Mail Address (if different from above) .....

.....

.....

Home Telephone .....

Home Email .....

Mobile Telephone .....

Business Telephone .....

Business Email .....

Relationship to Future Student .....

.....

Are you an Old Scholar of Woodcroft College?  
 Yes  No

If so, your last year of enrolment .....

Name at time of enrolment .....

## FUTURE STUDENT DETAILS

Surname (block letters) .....

Given Names .....

Date of Birth ..... Sex  Male  Female

Present School/Kindergarten (if applicable) ..... Current Year Level (if applicable) .....

**If there are two different mailing addresses, please indicate which address is to receive future correspondence:**

Parent 1  Parent 2

## REGISTRATION DETAILS

I would like to register for a place (please tick all that apply):

- ELC  3-Year-Old  4-Year Old Year of Entry .....
- School Year Level for Enrolment: ..... Year of Entry .....

## ADDITIONAL INFORMATION (ELC REGISTRATIONS ONLY)

Is English your child's first language?  Yes  No If no, home language? .....

Does your child have any additional needs?  Yes  No

If yes, please provide further details: .....

Does your child have any medical conditions?  Yes  No

If yes, please provide further details: .....

Can your child manage personal care needs independently (e.g. toileting, dressing)?  Yes  No

If no, please provide further details: .....

## OTHER REGISTRATION FORMS

Are you lodging any other Registration of Interest forms with this Registration?

Yes  No

Name: (1) ..... Year Level .....

Name: (2) ..... Year Level .....

## SIGNATURES

I /We have read the terms and conditions and agree to be bound by them.

Two signatures are required except in the case of sole parent families.

Parent 1 ..... Date .....

Parent 2 ..... Date .....

## PAYMENT DETAILS

### Method of Payment

Cheque (Please make cheques payable to Woodcroft College Inc)

Visa  Mastercard  American Express

Credit Card Number ..... CCV Number ..... Expiry Date .....

Name on Card (please print) ..... Signature .....

Cash

*This invoice will constitute a 'Tax Invoice' upon payment.*

*Woodcroft College ABN: 93 970 982 732*

For Office Use only

Receipt Number ..... Date .....

Entered into Database ..... Date .....