

Preparing your enrolment application

Firstly, you are required to download and complete the [application for prospective student enrolment](#).

Documentation Requirements

Documents must be supplied for all applicants to confirm the child is eligible to attend a State School without paying full fees (as would be the case for fee-paying overseas students).

The following original documents must be supplied:

1. Child's Birth Certificate (with official translation if necessary)

The school will require proof of at least one parent's Australian citizenship. If one parent was born in Australia, proof of Australian citizenship is not required. If both parents were born overseas, the child's birth certificate must be accompanied by **ONE** of the following documents:

- Australian or New Zealand passport (of prospective student **NOT** parent); **OR**
- Australian Citizenship Certificate (of prospective student **OR** parent); **OR**
- Appropriate Visa.

2. Drivers licence, Passport or Parenting/Legal order of parent wishing to enroll child.

3. School Reports

- Child's school reports for previous three semesters; (*N.B. If you do not have these reports, please contact previous school and request copies to enable this application to proceed*).
- Most recent NAPLAN report.

CHECKLIST – PARENTS, PLEASE ENSURE YOU HAVE ATTACHED COPIES OF THE FOLLOWING TO THIS APPLICATION FORM

<input type="checkbox"/> Copy of Student's Birth Certificate or Birth Extract	<input type="checkbox"/> Proof of residency eg phone, electricity, rates or rental agreement which has your residential address listed.
<input type="checkbox"/> Drivers licence, passport or parenting/legal order of parents wishing to enroll child.	<input type="checkbox"/> Copy of Student's Visa (if applicable)
<input type="checkbox"/> Copy of Student's last 3 Semester School Reports	<input type="checkbox"/> Copy of Student's Passport (if applicable)
<input type="checkbox"/> Copy of Student's most recent NAPLAN Report	<input type="checkbox"/> Copy of any court/legal orders (if applicable)
<input type="checkbox"/> Proposed subject selections	<input type="checkbox"/> Copy of any mental health care plans (if applicable)

4. Submitting your expression of interest application.

Completed applications, including all documentation, may either be dropped into the school weekdays between the hours of 8-4 pm or scanned and emailed to enrolments@yeppoonshs.eq.edu.au. You will be contacted within 48 hours with an enrolment interview time. Interviews take between 30-60 minutes.

Please Note

Incomplete applications cannot be accepted.