

Enrolment Check List and Procedure - For Students

Welcome to Pal Buddhist School. To make the process of enrolment smoother, please familiarise yourself with the application process and the documents that are required. Please make sure that all corresponding documents are submitted upon application along with the application fee, which is non-refundable.

If you have any further enquires, please feel free to call us on 02 9755 7778 or email us on enrolments@pal.nsw.edu.au

Local and International Students

Step 1 – Application – Application for enrolment can be made via email, mail or in person. Please provide all corresponding documentation upon application. A copy of the application form can be found on our website. www.pal.nsw.edu.au

Step 2 – Entrance Exam – will be required in the subjects of Maths, English and Science. The school will make an appointment with you to organise a suitable time. Please allow your child 4 hours to sit the exam.

***International Student Only Step 2a – IELTS Exam** – IELTS exams are necessary for overseas students*

Step 3 – Interview – You will be contacted by the school regarding a suitable time for an interview. Both parents and students are required to attend.

Step 4 – Offer – If successful, an offer will be made to you, which is valid for 2 weeks.

Step 5 – Acceptance of offer – A place is secured once the Acceptance of Offer form has been returned together with the signed Written Agreement and proof of payment of the required prepaid tuition fees.

***International Student Only Step 5a – VISA application** – CoE is issued once everything is finalised. Student may now apply for their VISA through an agent or by themselves.*

Step 6 – Uniform and Technology – After accepting the offer, we would invite the student to the school to be measured for the uniform. At this time, we will brief the student on the recommended approved tablet device, for the purpose of learning within our 4D Paperless Classroom system.

Step 7 – Commencement – Students will be notified of the commencement day and maybe required to attend an Orientation Day.

Documentation Required for Local Students	Documentation Required for International Students
<input type="checkbox"/> Application for Enrolment Form <input type="checkbox"/> Latest two school reports or other educational transcript including NAPLAN <input type="checkbox"/> Immunization records <input type="checkbox"/> Copy of Birth Certificate / Passport <input type="checkbox"/> Copy of family Medicare Card <input type="checkbox"/> Proof of residency (parent’s driver’s license or utility bill) <input type="checkbox"/> Special needs or medical information (if applicable)	<input type="checkbox"/> Application for Enrolment Form <input type="checkbox"/> Latest two school reports or other educational transcript <input type="checkbox"/> IELTS Exam results <input type="checkbox"/> Immunization records <input type="checkbox"/> Copy of Passport <input type="checkbox"/> OSHC Purchase Receipt <input type="checkbox"/> Copy of visa grant notice for international students only <input type="checkbox"/> Special needs or medical information (if applicable)