

Pre-Enrolment Checklist

Please complete the attached enrolment application forms and return to administration along with the original documentation. To ensure our entire local 'in catchment' students are able to attend our school, we require the following documentation of the student's principal place of residence by asking for;

Proof of Residency – In catchment Enrolment

- One of the following proof of residency documents within the catchment area:**
 - Primary source – this includes a current lease agreement, a rates notice, or an unconditional sale or agreement of purchasing a property and
- One of the following of proof residency documents within the catchment area:**
 - Secondary source – a utility bill (eg electricity or gas account), or bank statement showing the same address the above document.

Other Identification

- Photo ID of parent/guardian enrolling
 - Drivers licence
 - Passport
 - Medicare card if student surname is different from the enrolling parent

Additional Information

- Australian Birth Certificate or passport for the student
- Passport for the student who are not Australian citizen
- Visa details for overseas students
- Two most recent report cards (years prep – year 6)

All of the above documentation must be admitted at the time of enrolment. Incomplete enrolment applications will not be processed.

Thank you for taking the time to ensure that all documents and information are included with this enrolment application for Sunnybank State School.