

ENROLLING IN SCHOOL DOCUMENTATION

1

PROOF OF STUDENT'S RESIDENTIAL ADDRESS

100 Points Residential Proof Checklist Guidelines:

- All documents MUST be in the name of the enrolling parent / carer
- At least ONE Category A and ONE Category B documents are required
- All documents must be current (dated within the last three months)



Category A Identification	Points	Tick
You can only use one of these:		
Council rates notice	40	
Lease agreement through a registered real estate agent for a period of at least 6 months or rental board bond receipt	40	
Exchanged Contract of Sale with settlement to occur within the applicable school year.	40	
Category B Identification	Points	Tick
Private rental agreement for a period of at least 6 months	20	
Centrelink payment statement showing home address	20	
Electoral roll statement showing home address	20	
Electricity or gas bill showing the service address	15	
Water bill showing the service address	15	
Telephone or Internet bill showing the service address	15	
Driver's licence or government issued ID showing home address	15	
Homebuilding or home contents insurance showing the service address	15	
Motor vehicle registration or compulsory third party insurance policy showing home address	15	
Statutory declaration stating the child's residential address, how long they have lived there, and any supporting information or documentation of this	15	
Total needed = 100 points		

2

BIRTH CERTIFICATE OR IDENTIFYING DOCUMENT

3

IMMUNISATION REGISTER

Australian immunisation register (AIR) immunisation history statement (required for all students enrolling in NSW Government Schools for the first time).

4

FAMILY LAW OR COURT ORDERS

Copies of any family law or other relevant court orders

5

MEDICAL/ HEALTHCARE PLANS

Students with asthma or anaphylaxis require an ASCIA Action Plan from the doctor.

Students who take daily medication at school need a prescribed medical form .

6

DISABILITY OR SUPPORT NEEDS

Does your child have any support needs: (E.g. accessing speech therapy, occupational therapy, early intervention programs).

7

NON-AUSTRALIAN CITIZENS OR TEMPORARY VISA

Non-Australian Citizens		Tick
If your child is a permanent resident but not an Australian citizen you will need to provide:		
Passport or travel documents		
Current visa and previous visas		
Temporary Visa Holders		Tick
If your child is a temporary visa holder you will need to provide:		
Passport or travel documents		
Current visa and previous visas (if applicable)		
Authority to Enrol issued by the Temporary Residents Program Unit This is required for visitor and temporary visa holders (other than sub class 571P referred to below)		
Authority to Enrol or evidence of permission to transfer issued by the International Student Centre (if holding an international full fee student visa, sub class 571P)		
Evidence of the visa the student has applied for (if the student holds a bridging visa)		