



**SOPHIA
MUNDI**

Steiner Education and IB World School

Application for Enrolment

Prep and Classes 1-12

How did you hear about Sophia Mundi Steiner School? (please tick all relevant)

- billboard brochure social media website word of mouth
 other _____

PARTICULARS OF STUDENT

Surname _____ Other Names _____ Male Female Other
Date of birth _____ Proposed year of entry _____ Prep OR Class (please specify)
Previous school / kinder attended if applicable _____ VSN _____
Contact name, position and phone number at previous school _____
Is the student an Australian Citizen? Yes No (please tick)
If 'No' please explain the residency status _____

FAMILY INFORMATION

Name of Parent/Guardian 1 (Mr/Mrs/Ms/Miss/Dr) _____
Occupation _____
Street Address _____
Suburb _____ Postcode _____
Telephone (H) _____ (W) _____ (M) _____
Email Address _____
Name of Parent/Guardian 2 (Mr/Mrs/Ms/Miss/Dr) _____
Occupation _____
Street Address _____
Suburb _____ Postcode _____
Telephone (H) _____ (W) _____ (M) _____
Email Address _____

SIBLINGS

Name _____ Male Female Other Date of birth _____
Name _____ Male Female Other Date of birth _____
Name _____ Male Female Other Date of birth _____
Children living with: Parent/Guardian 1 Parent/Guardian 2 Both Parents/Guardians (please tick)

SOPHIA MUNDI IS BOUND BY THE NATIONAL PRIVACY PRINCIPLES CONTAINED IN THE COMMONWEALTH PRIVACY ACT 1. The School collects personal information, including sensitive information about pupils and parents or guardians before and during the course of a pupil's enrolment at the School. The primary purpose of collecting this information is to enable the School to provide schooling for your son/daughter. 2. Some of the information we collect is to satisfy the School's legal obligations, particularly to enable the School to discharge its duty of care. 3. Certain laws governing or relating to the operation of schools require that certain information is collected. These include Public Health and Child Protection laws. 4. Health information about pupils is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We ask you to provide medical reports about pupils from time to time. 5. The School from time to time discloses personal and sensitive information to others for administrative and educational purposes. This includes to other schools, government departments, medical practitioners, and people providing services to the School, including specialist visiting teachers, sports coaches and volunteers. 6. If we do not obtain the information referred to above we may not be able to enrol or continue the enrolment of your son/daughter. 7. Personal information collected from pupils is regularly disclosed to their parents or guardians. On occasions information such as academic and sporting achievements, pupil activities and other news is published in School newsletters, magazines and on our website. 8. Parents may seek access to personal information collected about them and their son/daughter by contacting the School Privacy Officer. Pupils may also seek access to personal information about them. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the School's duty of care to the pupil, or where pupils have provided information in confidence. 9. As you may know the School from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. It may also be disclosed to organisations that assist in the School's fundraising activities solely for that purpose. We will not disclose your personal information to third parties for their own marketing purposes without your consent. 10. We may include your contact details in a class list and School directory. If you do not agree to this you must advise us now. 11. If you provide the School with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the School and why, that they can access that information if they wish and that the School does not usually disclose the information to third parties. 12. As part of the promotion of our school we sometimes wish to use photographs of the school and its students. In the event your child may appear in one of these photographs, we ask your permission in advance for internal and external publicity and promotion purposes. e.g. for newspaper ads, on our internet site, school brochures etc. This is done by completing a Consent Form once your child has commenced School. Please note that all images will be used only for the educational promotion of the school.

I/WE AGREE TO BE BOUND BY THE FOLLOWING CONDITIONS:

1. Siblings of existing students with unpaid fees will normally not be accepted into the school.
2. Parents may be required to cover the cost of an initial extra lesson assessment before an enrolment is accepted.
3. If the number of applications in any one year level exceeds the number of places available, it may be necessary for the school to take some of the under-mentioned factors into consideration in deciding priority for enrolment.
 - a) Students who have siblings at the school
 - b) Students who have attended the Little Sophia Kindergarten or previously attended the school
 - c) Transfer from another Steiner School
 - d) Application date
 - e) Whether the Principal feels that the School's program would make a marked contribution to the student's growth and development
 - f) Fee payment record
 - g) Commitment of the family to the principles of Steiner education
 - h) Any other special circumstances.

We, the parents/guardians of the child mentioned above, hereby apply for her/his admission.

Signed	Date	Signed	Date
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You will be notified by the Registrar about the outcome of your application at the earliest possible opportunity. If your application is accepted, you will be required to complete enrolment procedures at the school, the registrar will contact you with information about the next step in the process.

PAYMENT: An application fee of \$180 for the first child enrolled, \$90.00 for each subsequent child must accompany this application form. This application fee is an administrative charge and is not refundable.

Direct Bank Transfer (EFT): Reference-Your child's first and last name Account Name: SOPHIA MUNDI LTD
 Deposit funds into: BSB 083-419 Account Number: 57-773-4025 **Credit Card:** Mastercard/Visa-please phone 9419 9229

OFFICE USE ONLY

Fee of \$	Received per	Receipt no.	Date
Interviews Completed:			
Class Teacher/Guardian	Date	Result	
Finance	Date	Result	
Head of School	Date	Result	
Recommended starting date			



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