



# APPLICATION FOR ENROLMENT

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## PART 1 – Personal details (please complete all fields)

Title    Dr    Mr    Mrs    Ms    Other                                  Gender    Female    Male

Family name    Former name (If applicable)\*

Given name(s)

Preferred name

\*If your name differs from that on any of your supporting documentation, please provide evidence of your name change - eg copy of Marriage Certificate or Change of Name Certificate.

Date of birth

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## PART 2 – Citizenship status

Australian citizen    Yes    No    If no, please indicate current citizenship

Are you an Aboriginal or Torres Strait Islander?    Yes    No

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## PART 3 – Contact details

Postal address

Workplace

Work address

State    Postcode

State    Postcode

Country

Country

This is my preferred mailing address

This is my preferred mailing address

Home

Business Telephone

Mobile

Mobile

Email address

Email address

This is my preferred email

This is my preferred email

## PART 4 – Graduate program

Please indicate in order of preference the name of the course you wish to apply for.

Full course name – e.g. Graduate Certificate of Education:  
Assessment of Student Learning

Please state your reasons for applying for enrolment in this particular course.

Intake you are applying for: January/July

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## PART 5 – Academic qualifications

Name of award eg, BA, Dip Ed	Name of awarding Institution	Date Completed (DD/MM/YY)
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**Note:** These must be posted to ACER Student Administration in order to complete your application. Copies of awards need to be certified by a person authorised to witness statutory declarations under the Victorian Evidence Act 1958 or under the legislation of the state they reside in.

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## PART 6 – Employment history

Please state your current employment and summarise your relevant employment history.

Employer	Position	Dates
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## PART 7 – How did you find out about the course?

ACER Website	Alumni recommendation	Social Media
Colleagues	Magazine advertisement/Print/Flyer	Other
Principal recommendation	Email	

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## PART 8 – Declaration and signature

- 1 I declare that all the information in this application is true and correct.
- 2 I acknowledge that the failure to disclose my true and correct information may result in my being excluded from the ACER Institute.
- 3 I agree to be bound by and comply with the policies of the ACER Institute (as amended from time to time) available at <http://www.acer.edu.au/professional-learning/postgraduate/students/policies>.
- 4 I understand that the personal information I have provided in my application (or subsequently) will be dealt with in accordance with the ACER Institute Privacy Policy available at <http://www.acer.edu.au/professional-learning/postgraduate/students/policies>.
- 5 I acknowledge that all documents submitted become the property of ACER Institute and will not be returned.

Name (please print)

Signature

Date

**Note: Unsigned applications cannot be processed.**

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## PART 9 – Checklist for applications (please tick if applicable)

All sections have been completed and relevant questions have been answered in full.

Evidence of change of name is attached (if applicable)

Certified copies of all academic awards must be posted (only the application form can be submitted online)

The declaration has been signed and dated.

This form may be submitted online to [courses@acer.edu.au](mailto:courses@acer.edu.au) or posted to:

ACER student administration

ACER Institute

Private Bag 55

CAMBERWELL VIC 3124 AUSTRALIA