



ENROLMENT APPLICATION PROCESS

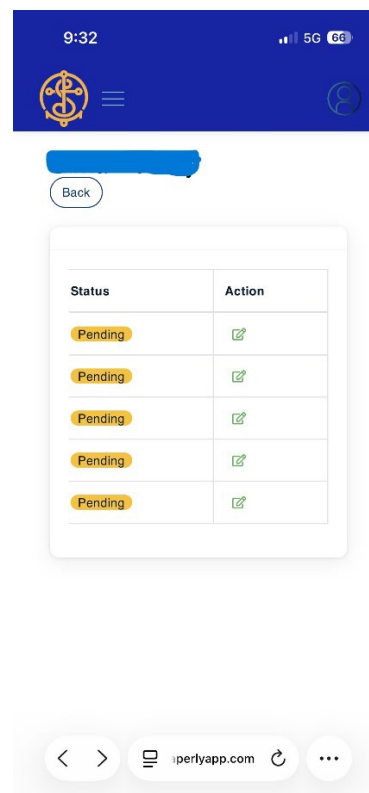
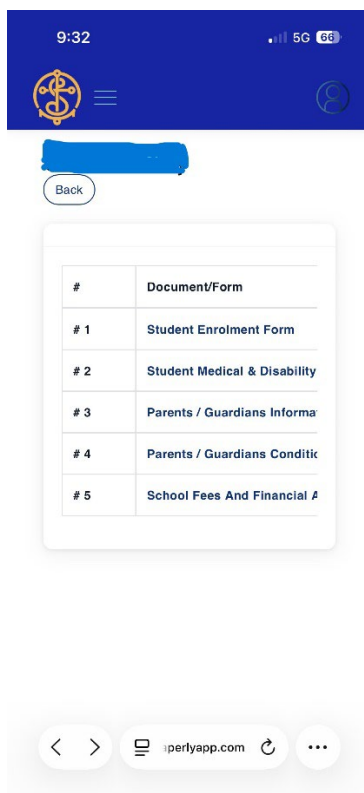
Thank you for your interest in enrolling your child at Salesian College Sunbury.

Applications should be submitted online via this link [Expression of Interest](#)

There are five forms to complete to submit your child's application.

Tips for completing the enrolment application

- Once you have filled out the Expression of Interest, go to your email account to find the link sent to you to complete the five forms.
- Allow at least 20 minutes to complete the application process, attach relevant documents, read policies and ensure all information is complete and accurate.
- You can Save your application and come back to it at any time.
- Use a desktop or laptop, rather than a mobile device
- If you must use a mobile device, note that you need to scroll far right to view the 'edit' icon.



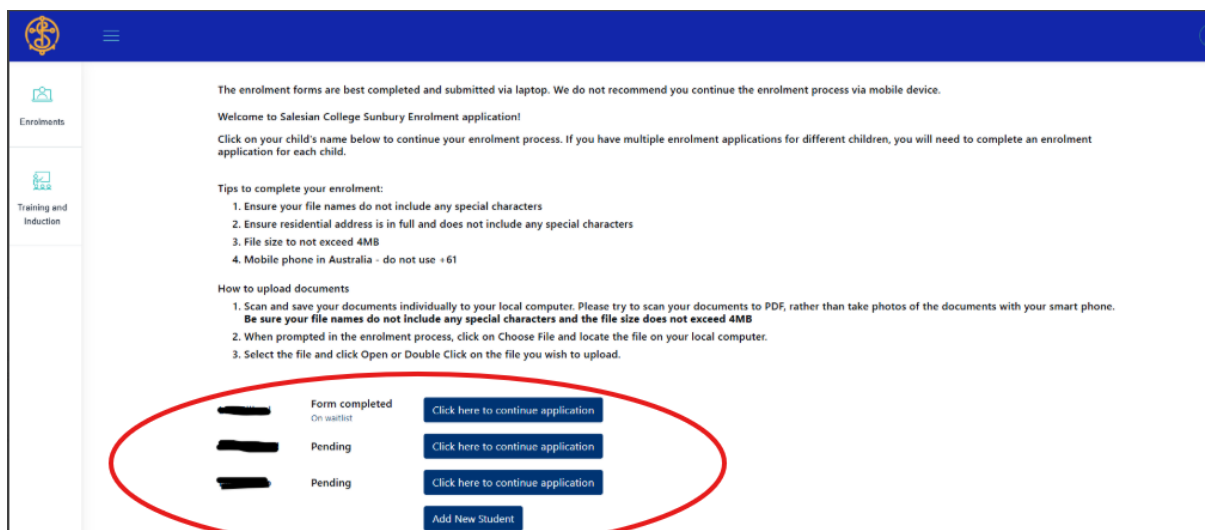
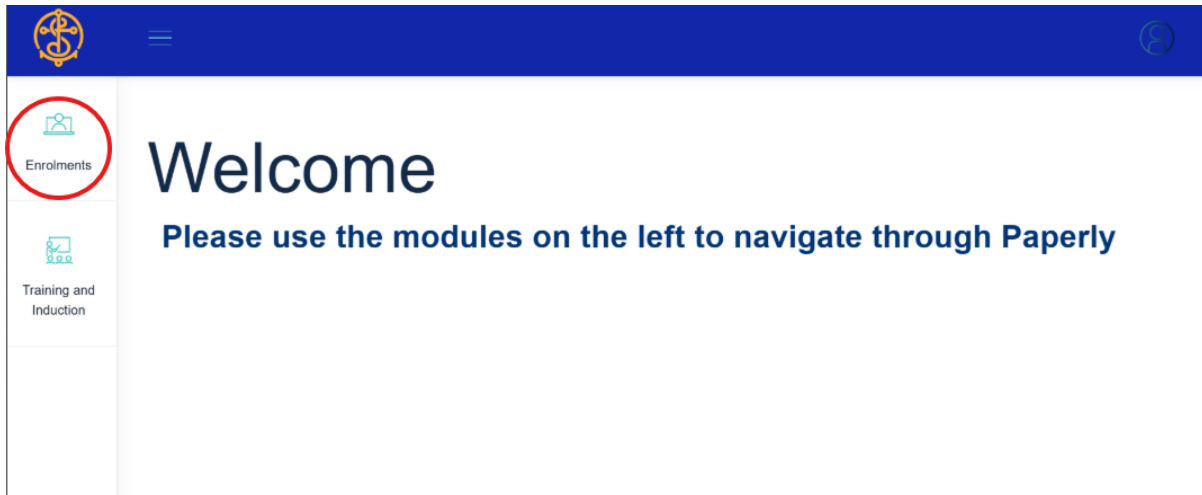


- Birth Certificate is required. Baptism certificate, medical plans and diagnosis documents, court orders, Visa documents are also requested where applicable.
- Upload PDF documents where possible, rather than photos. You may be asked to resubmit high resolution copies.
- You will need to pay the \$100.00 application fee via credit card to continue with all forms to complete the application process.
- You will receive an email notification when the application has been submitted.
- Form 5 will only be visible to the nominated fee payer/s. If that is not you as the parent/guardian #1, the nominated email will be sent that Form to complete. It is strongly recommended you notify that person of the application to avoid delays in the completion of the application.
- It is common for you to not receive further communication regarding the application for a Year 7 student until October, two years out from the requested commencement date. Offers will be sent out via email at that time.
- For immediate starts and Year 8-12 applications, communication will be sent as applications are reviewed.



What you will see on the portal after receiving the email link

- You will be taken to a welcome page, in the right banner you will see "Enrolments". Click on this and you will be taken to the next page.
- You will then be able to choose to resume an application that has been started, or you can start a new application by clicking "Add new student."



- If you need to save your application and return to it, locate your Welcome email and click in through that link again to continue.

If you have any questions, please contact registrar@salesiansunbury.vic.edu.au.

