

Enrolment checklist — Overseas

New enrolments

2022

Please use this checklist to ensure all required documentation is returned.

Failure to provide requested items may result in enrolment being delayed.

Enrolment application — completed and signed

Subject selection form — completed and signed

Enrolment agreement — signed

Information and communications technology (ICT) user agreement — signed

Online services consent form and Information sheet — signed

State school consent form — signed

Home-based supervisor curriculum risk assessment safety agreement — signed

Please continue to our [payment page](#).

(Payment must be made before students can commence at BrisbaneSDE.)

Bank details form — completed and signed

(EFT details cannot be used for payment of fees. EFT details are collected so that there is no delay in BrisbaneSDE making payments to families for textbook allowance, subsidies, refunds, etc)

Student ID photo — passport sized photo or head and shoulders digital photo. No hats, caps, sunglasses

Photocopy of parent's, guardian's, or caregiver's passport showing Australian residency status

Photocopy of travel documents

Letter outlining reasons for enrolment with BrisbaneSDE (for itinerant travelling enrolment applications please include documentation to support travel is necessary for work)

Itinerary for travelling students — completed

Birth certificate — copy (only if applicant has not been enrolled in a state school)

School report — copy of most recent academic report

Supervisor nomination form — Years 10, 11 and 12 only — completed and signed
(refer to Supervisor nomination form for eligibility details)

Copy of SET plan from previous school — for students enrolling in Year 11 only

If sending form under separate cover please email form to: enrolments@brisbanesde.eq.edu.au

Vocational education and training (VET) student agreement/VET late enrolment checklist
— for students enrolling in Years 10, 11 or 12 studying VET courses only — completed and signed

A guide to our School and Subject Guides can be accessed on the [BrisbaneSDE website](#).