International Student Application Form



PRIVACY STATEMENT

Privacy Notice

Why we collect your personal information

As a registered training organisation (RTO), we collect your personal information so we can process and manage your enrolment in a vocational education and training (VET) course with us.

How we use your personal information

We use your personal information to enable us to deliver VET courses to you, and otherwise, as needed, to comply with our obligations as an RTO.

How we disclose your personal information

We are required by law (under the National Vocational Education and Training Regulator Act 2011 (Cth) (NVETR Act)) to disclose the personal information we collect about you to the National VET Data Collection kept by the National Centre for Vocational Education Research Ltd (NCVER). The NCVER is responsible for collecting, managing, analysing and communicating research and statistics about the Australian VET sector.

We are also authorised by law (under the NVETR Act) to disclose your personal information to the relevant state or territory training authority.

How the NCVER and other bodies handle your personal information

The NCVER will collect, hold, use and disclose your personal information in accordance with the law, including the Privacy Act 1988 (Cth) (Privacy Act) and the NVETR Act. Your personal information may be used and disclosed by NCVER for purposes that include populating authenticated VET transcripts; administration of VET; facilitation of statistics and research relating to education, including surveys and data linkage; and understanding the VET market.

The NCVER is authorised to disclose information to the Australian Government Department of Education, Skills and Employment (DESE), Commonwealth authorities, State and Territory authorities (other than registered training organisations) that deal with matters relating to VET and VET regulators for the purposes of those bodies, including to enable:

- · administration of VET, including program administration, regulation, monitoring and evaluation
- facilitation of statistics and research relating to education, including surveys and data linkage
- understanding how the VET market operates, for policy, workforce planning and consumer information.

The NCVER may also disclose personal information to persons engaged by NCVER to conduct research on NCVER's behalf.

The NCVER does not intend to disclose your personal information to any overseas recipients.

For more information about how the NCVER will handle your personal information please refer to the NCVER's Privacy Policy at www.ncver.edu.au/privacy.

If you would like to seek access to or correct your information, in the first instance, please contact your RTO using the contact details listed below.

DESE is authorised by law, including the Privacy Act and the NVETR Act, to collect, use and disclose your personal information to fulfil specified functions and activities. For more information about how the DESE will handle your personal information, please refer to the DESE VET Privacy Notice at https://www.dese.gov.au/national-vet-data/vet-privacy-notice.

Surveys

You may receive a student survey which may be run by a government department or an NCVER employee, agent, third-party contractor or another authorised agency. Please note you may opt out of the survey at the time of being contacted.

Contact information

At any time, you may contact Queensford College to:

- request access to your personal information
- correct your personal information
- make a complaint about how your personal information has been handled
- ask a question about this Privacy Notice

Phone: 1300 120 457

Email: info@queensford.edu.au

Privacy Policy on website: https://queensford.edu.au/privacy-policy/

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Reference: 17122020

APPLICANT INFORMATION			
Title Mr. Mrs. Ms.	Existing student number:		
First Name: Last Name	e: Second Given Name:		
Date of birth (dd/mm/yyyy)://	Gender: Male Female Other		
From 1 January 2015, we [Queensford College] can be prevented from issuing you with a nationally recognised VET qualification or statement of attainment when you complete your course if you do not have a Unique Student Identifier (USI). In addition, we are required to include your USI in the data we submit to NCVER. If you have not yet obtained a USI you can apply for it directly at http://www.usi.gov.au/create-your-USI/ on computer or mobile device. Please note that if you would like to specify your gender as 'other' you will need to contact the USI Office for assistance			
Enter your Unique Student Identifier Number (USI) (if you all	ready have one):		
CONTACT DETAILS			
Current Address:	Suburb:		
Postcode:	State:		
Home phone: Work phon	ne: Mobile:		
Email address:	Alternative Email address:		
OVERSEAS RESIDENTIAL ADDRESS OF STUDENT			
Building/Property Name:	Suburb:		
Flat/Unit Details:	State: Postcode:		
Street or Lot Number: Street Name:	Country:		
POSTAL ADDRESS (IF DIFFERENT)			
Building/Property Name:	Postal Delivery Information:		
Flat/Unit Details:	Suburb: State: Postcode:		
Street or Lot Number: Street Name:	Country:		
EMERGENCY CONTACT DETAILS Name:	Relationship:		
Address:	Fmail:		
Home Phone:	Mobile Number:		
LANGUAGE AND ENGLISH PROFICIENCY	Mobile Halliber.		
Country of birth:	Citizenship:		
·	is your first Language?:		
If not, please indicate the English test you completed. IEL			
Registration number:	Date:/		
Average score: Listening: Reading:			
	ersons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes)		
No Yes, Aboriginal Yes, Torres Strait Islander			
DISABILITY			
Do you consider yourself to have a disability, impairment or	r long-term condition? Yes No If no- go to next question		
If you indicated the presence of a disability, impairment or lon (You may indicate more than one area. Please refer to the Disability Su	ng-term condition, please select the area(s) in the following list: upplement on page 7 for an explanation of the following disabilities)		
Hearing/deaf Physical Intellectual Learni Medical condition Other	ing Mental illness Acquired brain impairment Vision		
EDUCATION			
Please fill out below your highest level of education achieve	ed		
Qualification name:	Qualification name:		
Name of institution:	Name of institution:		
Country:	Country:		
Year completed:	Year completed:		
Language of instruction: English Other	Language of instruction: English Other		
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Are you currently enrolled with another CRICOS provider? Yes If not, skip to the next section

If so, do you have a Letter of Release?

Do you require a Letter of Offer to be released by your current provider? Yes No

Why are you leaving your current course provider?

Do you owe fees to your previous provider? Yes No

Did you abide by the conditions of your student visa with your previous provider? (Attendance and course progress) Yes

When did you complete your course with your previous provider in Australia? (Attach evidence)

Are you still enrolled in secondary or senior secondary education? Yes

PREVIOUS QUALIFICATIONS ACHIEVED

Have you SUCCESSFULLY completed any of the qualifications listed above?

Yes No If no - go to next question

EMPLOYMENT

Of the following categories, which BEST describes your current employment status? (Tick ONE box only)

Full-time employee Self employed – not employing others Part-time employee

Self employed – employing others Employed – unpaid worker in a family business Unemployed – seeking full-time work

Unemployed – seeking part-time work Not employed – not seeking employment

Please attach a copy of your resume. Ensure you provide your employment history starting with the latest on the top.

PASSPORT AND VISA DETAILS

Passport No:	Country of Passport:		

Student Visa, subclass Visitor Visa Working Holiday Visa

Other, please specify:

Other, please specify:					
applying for student visa, where will you apply: In Australia		Outside Australia			
Have you been refused entry into Australia?	Yes	No	Have you ever breached any VISA conditions?	Yes	No
Have you ever had a visa application rejected including countries such as UK, USA, Canada and New Zealand?		No	Have you been convicted of any crime or offence in any country?	Yes	No
Have you been issued a protection visa in any country to date?	Yes	No	Are you aware of work restrictions while studying in Australia?	Yes	No
Are you planning to stay back in Australia after completion of your study?	Yes	No	Are you bringing parent(s)/spouse/guardian with you while studying in Australia?	Yes	No

COURSE AND CAMPUS SELECTION

Diploma of Leadership and Management BSB51915 (CRICOS 088531A) BSB61015 (CRICOS 088532M)

Diploma of Early Childhood Education and Care CHC50113 (CRICOS 084087D)

Commercial Cookery and Hospitality Package

Certificate IV in Accounting and Bookkeeping FNS40217 (CRICOS 097331A)

Campus: Adelaide City Campus

Brisbane City

Advanced Diploma of Leadership and Management

Diploma of Information Technology ICT50118 (CRICOS 0101580)

Certificate IV in Commercial Cookery SIT40516 (CRICOS 092402J)

Diploma of Accounting FNS50217 (CRICOS 097330B)

Fitzwilliam Street Campus, Parramatta

Wentworth Street Campus, Parramatta

Certificate III in Individual Support CHC33015 (CRICOS 089224D)

Advanced Diploma of Network Security ICT60215 (CRICOS 0962191)

Diploma of Hospitality Management SIT50416 (CRICOS 091045M)

Year.

Course Commencement

Month:

Advanced Diploma of Accounting FNS60217 (CRICOS 097332M)

Certificate IV in Ageing Support CHC43015 (CRICOS 089225C)

Diploma of Nursing HLT54115 (CRICOS 096029D)

Please refer to Page 6 for course entry requirements.

Advanced Diploma of

Hospitality Management SIT60316 (CRICOS 091120E)

Please visit our website for **Vocational Placement Information**

RECOGNITION OF PRIOR LEARNING (RPL) OR CREDIT TRANSFER

Are you seeking to access RPLor Credit Transfer? (Tick ONE box only): RPL Credit Transfer

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Reference: 17122020 v5.16

APPLICANT AND FAMILY BACKGROUND				
Please list your immediate family members (e.g. parents, siblings) and their current country of residence below.				
Name	Relationship	Country of Residence	Occupation	
Is your family supportive of your stu	udy in Australia? Yes No			
Do you have any relatives in Austra	lia? Yes No			
What is their relationship to you?	What is their relationship to you? What is their occupation?			
In which city/state do they live?	City:	State:		
Have you previously travelled or stu	udied overseas? Yes No			
If yes, which countries?				
What is your relationship status? Si	ngle Engaged Married	De Facto Separated/Divorced	Widowed	
If relevant, will your partner/ spous	e/ children accompany you to Austra	alia? Yes No		
Do you have any dependants? Yes	No If yes, what are their ag	es?		
Are you currently pregnant? Yes	No			
Will any dependants: Travel to Aust	ralia Remain at home			
Have your dependants (if any) had If yes, please provide a copy of the Visa	a student visa rejected from Australi <i>Refusal Letter.</i>	a or other countries in the past. Yes	No	
FINANCIAL DECLARATION				
What are the expected tuition fees	for the duration of your chosen cou	rse? (AUD) \$		
Do you wish to pay more than 50%	of the course/s tuition fee? Yes	No		
Who will be funding your study and	living expenses while in Australia?			
	sponsor's annual income in Australian Do			
	ponsors fund/ employment stateme	ent to this document.		
How will you organise and access the				
Will you be using a bank loan to fur If yes, have you researched the ava		financial institution in your home co	untry? Yes No	
Are you aware of the requirement f	for Overseas Student Health Cover (C	DSHC) for the duration of your Studer	nt Visa? Yes No	
What type of accommodation will you be seeking in Queensland/South Australia/New South Wales? (E.g. shared housing, institute accommodation, homestay etc.)				
Are you aware about Australian Student Visa conditions? Yes No				
Do you understand the Queensford College Fees and Refunds policy? Yes No				
Have you read the student handbook in Queensford College and understand the conditions? Yes No				
*International Student Handbook and Refund Policy can be under on our website at: www.queensford.edu.au/downloads				
OSHC				
Do you currently hold Overseas Student Health Cover (OSHC)? Yes No				
Do you want Queensford College to organise the Overseas Student Health Cover (OSHC) for you? Yes No If yes, please specify your cover status: Single Couple Family				
Name of OSHC provider:				
Membership no: Expiration date (dd/mm/yyyy):				
Do you require airport pickup? Yes No If yes, airport pick up fee of \$180 applies				
Do you require accommodation ass	sistance? Yes No	If yes, accommodation placement fee of	\$200 applies	

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v5.16

STUDY REASON		
Of the following categories, select the one which BES	ST describes the main reason you are underta	aking this course (Tick ONE box only)
To get a job	To develop my existing business	To start my own business
To try for a different career	To get a better job or promotion	It was a requirement of my job
I wanted extra skills for my job	To get into another course of study	For personal interest or self-development
To get skills for community/voluntary work	Other reasons:	
Please attach a personal statement with your appli	cation. Please be specific with your answers	
What made you choose Australia as a study destinati	ion and why not other countries such as the l	JS, UK, Canada, NZ etc.?
How did you hear about Queensford College, have yo College?	ou considered any other providers in Australi:	a? What made you choose Queensford
Why do you want to study at Queensford College and at Queensford College?	d how relevant is your current qualification to	the course/s that you have chosen to study
Are similar courses available in your country? If yes, p	olease explain why you chose to study at Que	eensford College and not your home country?
What is your career goal and how do you think study	ing this course at Queensford College would	help you in achieving your career goal?
What sort of job opportunities do you think you have	e after completing the course and where do y	ou see yourself in the next 5 years?
Have you commenced any course that you haven't co	ompleted? Yes No	

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Has your application ever been refused by any Australia Provider? Yes

APPLICABLE FOR STUDENTS UNDER 18 YEARS OF AGE (TO BE FILLED OUT BY PARENT/GUARDIAN)

If your are under 18 years of age and your parents appointed Queensford College as a guardian, you would need to stay with Queensford College's approved homestay and guardianship providers.

- Do you wish to appoint Queensford College as the guardian for you child? Yes No
- If yes, do you agree for your child to stay with a Queensford College approved homestay provider? Homestay fees vary depending on your child's requirements. Yes No If yes, homestay administrative fee of \$300 applies
- Additional fee is applicable for guardianship service, do you agree to pay the fee to Queensford College approved guardianship service
 provider? Yes No If yes, guardianship service administrative fee of \$200 applies

It is mandatory for the parent/guardian needs to fill the CAAW (Confirmation of Appropriate Accommodation and Welfare) form and submit it to us. Please refer to the International Student Handbook about administrative and additional fees for students under 18 years old.

STUDENT DECLARATION AND SIGNATURE

• I declare that the information I have provided to the best of my knowledge is true and correct.

Tick here to confirm you have declared and consented to the above mentioned.

- I consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice on page 1.
- I understand that giving false or incomplete information may lead to refusal of my application or cancellation of enrolment.
- I give Queensford College permission to obtain official records from an educational institution that I have attended.
- I understand that Queensford College collects, stores and uses personal information only for the purposes of administering prospective, current and graduate student admissions, enrolment and education and that the information collected is confidential and will not be disclosed to third parties without my consent, except to meet government, legal or other regulatory authority requirements.
- I understand that if I have applied through an approved Queensford College agent, all correspondence relating to my application will be forwarded to that agent.
- I understand that any vocational placement undertaken as a part of any of the courses offered at Queensford College will be unpaid for.
- I have read, understood and agree to abide by the College Refund Policy found in the Student Handbook on the website of the College; www.queensford.edu.au.
- I have read, understood and agree to abide by the Student Code of Conduct as found in the Student Academic and General Code of Conduct Policy and Procedure and Student Handbook on the website of the College; www.queensford.edu.au.
- I understand that by signing this application form, I will be sent a letter(s) of offer for Queensford College if all admission requirements are met.
- I agree that on acceptance of enrolment by Queensford College, I must sign and return an Acceptance to my Letter of Offer which will be the contract of Enrolment.
- I agree that I may choose to pay more than 50% of the total tuition fees up front for the course before I commence the course that is more than 25 weeks. The College can request 100% of the total tuition fees for short courses of 25 weeks or less.

Student Declaration and Consent

Signature of Applicant:		Date: / /
If student is under 18 years of age parent/guardian must sign		
Name of Parent/Guardian:	Signature of Parent/Guardian:	
		Date: / /

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Reference: 17122020

AGENT'S INFORMATION			
Agent's Name:			
Principal Place of Business Addres	s:		
If the agent is a body corporate—	the address of the body corporate's registere	ed office:	
Postal Address (if different from the	he address mentioned above)		
Phone Number:	Emai	il Address:	
Website Address:			
ABN (if any):	ACN	(if any):	
Trading Name or Names (if any):			
If the Agent is a Body Corporate—	-the Names of the Body Corporate's Directo	ors:	
If the Agent is a Registered Migra	tion Agent—the Agent's Migration Agents F	Registration Number:	
The following information about	each of the agent's employees (if any) wh	o are involved in the agent faci	litating the enrolment:
Employee's Full Name:			
Employee's Email Address:			
If the employee is a registered mig	gration agent—the employee's Migration Ag	ents Registration Number:	
EDUCATION AGENT DECLARATI	ON AND SIGNATURE		
requirements to underta • All information and docu	st of my knowledge, has a full and clear unde	erstanding of the Genuine Tempo een sighted and verified to be tr	ue and genuine
Name of the assessing officer:	Education Agent I	Business Details	
	Name:		
	Address:		
Signature of Assessing	g Officer:	Date:	/
Application Checklist			
Completed Application Form Copy of Passport	Academic certificate(s) TOEFL/IELTS Certificate English Course Certificate (where applicable)	Resume Personal Statement	Proof of Immigration History Letter of Release (if applicable) OSHC Details (if applicable)

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HLT54115 Diploma of Nursing Entry Requirements

Prior to enrolment into the course, all applicants are clearly informed about and provided with written information concerning:

- · Students must be aged 18 years or above at commencement of course
- The requirements related to the proficiency in English language for people with English as a second language as a requirement of enrolment into NMBA approved course and the registration with AHPRA as an enrolled nurse;
- The compulsory need for a National Police Check and Working With Children and Young People Check before students can be allocated clinical placement in health care facilities:
- Minimum immunization requirements before students can be allocated clinical placement in health care facilities.

All students must meet the entry requirements and will be eligible to apply for registration as an enrolled nurse with AHPRA/NMBA upon successful completion of the course. To ensure an appropriate learning opportunity, students need to demonstrate a capacity to undertake study under the Australian Qualifications Framework (AQF) level 5.

This can be demonstrated via the following English language skills (Please select one only):

- 1. English is their primary language and:
 - a. The applicant has attended and satisfactorily completed at least six years of primary and secondary education taught and assessed solely in English in a recognised country, including at least two years between years 7 and 12, and
 - b. The applicants tertiary qualification in the relevant professional discipline, which he/she are relying on to support your eligibility for registration under the National Law was taught and assessed solely in English in a recognised country and:
 - i. in the case of an enrolled nurse, applicant must provide evidence of having successfully completed at least a one year full-time equivalent pre-registration program of study approved by the recognised nursing and/or midwifery regulatory body in a recognised country.

OR

2. If the applicant is applying for registration as an enrolled nurse, they must provide evidence that they have successfully completed at least five (5) years (full-time equivalent) continuous education taught and assessed solely in English, in a recognised country, which includes vocational qualifications in the relevant professional discipline which the applicant is relying on to support their eligibility for registration under the National Law.

The Board will only accept the successful completion of five (5) years (full-time equivalent) continuous education that is a combination of:

- a. vocational and secondary education taught and assessed in English; or
- b. tertiary and vocational education taught and assessed in
- c. combined tertiary, secondary and vocational education taught and assessed in English; or
- d. tertiary education taught and assessed in English

The last period of education must have been completed no more than five years prior to applying for registration.

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- 3. Applicant must achieve the required minimum scores in one of the following English language tests and meet the requirements for test results specified in this standard:
 - a. the IELTS (academic module) with a minimum overall score of 7 and a minimum score of 7 in each of the four components (listening, reading, writing and speaking).

BRISBANE (Head Office)

Level 2, 359 Queen Street

info@queensford.edu.au

+61 7 3221 1626

Brisbane QLD 4000 Australia

NMBA will only accept test results:

- i. from one test sitting, or
 - ii. a maximum of two test sittings in a six month period only if:
 - Applicant achieves a minimum overall score of 7 in each sitting, and

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• no score in any component of the test is below 6.5 b. the **OET** with a minimum score of B in each of the four components (listening, reading, writing and speaking).

• Applicant achieves a minimum score of 7 in each component across the two sittings, and

NOTE:

NMBA will only accept test results:

- i. from one test sitting, or
 - ii. maximum of two test sittings in a six month period only if:
 - · Applicant is tested in all four components in each sitting, and
 - Applicant achieves a minimum score of B in each component across the two sittings, and
 - no score in any component of the test is below C.
- c. the PTE Academic with a minimum overall score of 65 and a minimum score of 65 in each of the four communicative skills (listening, reading, writing and speaking).

NMBA will only accept test results:

- i. from one test sitting, or
 - ii. a maximum of two test sittings in a six month period only if:
 - a minimum overall score of 65 is achieved in each sitting,
 - Applicant achieves a minimum score of 65 in each of the communicative skills across the two sittings, and
 - no score in any of the communicative skills is below 58
- d. the TOEFL iBT with a minimum total score of 94 and the following minimum score in each section of the test:
 - 24 for listening,
 - 24 for reading,
 - 27 for writing, and
 - 23 for speaking.

NMBA will only accept test results:

from one test sitting, or

a maximum of two test sittings in a six month period only if:

- a minimum total score of 94 is achieved in each sitting, and applicant achieves a minimum score of 24 for listening, 24 for reading, 27 for writing and 23 for speaking across the two sittings, and
- no score in any of the sections is below:
 - 20 for listening
 - 19 for reading
 - 24 for writing, and
 - 20 for speaking

e. other English language tests approved by the Board from time to time and published on the Board's website with the required minimum scores.

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Test results

The following requirements apply to the English language test results:

- 1. Test results will be accepted if they were obtained:
 - 1.1 within the two years before the date you lodge your application for registration

OF

- 1.2 more than two years before the date you lodge your application for registration if, in the period since the test results were obtained, you:
 - a. have been in continuous employment as a registered health practitioner in the nursing and/or midwifery profession (which commenced within 12 months of the date of the test) in one of the recognised countries where English was the primary language of practice, and
 - b. lodge your application for registration within 12 months of finishing your last period of employment

1.3 more than two years before the date you lodge your application for registration if, in the period since the test result was obtained, you:

a. have been continuously enrolled in a Board approved program of study, which commenced within 12 months of the date of the test result and undertook subjects in each semester, with no break from study apart from the education provider's scheduled holidays, and

b. lodge your application for registration within 12 months of completing the Board approved program of study.

2. For the purposes of calculating time, if an applicant relies on test results from two sittings, time begins to run from the date of the earlier sitting.

OR

Disability Supplement Information

DISABILITY SUPPLEMENT

INTRODUCTION

The purpose of the Disability supplement is to provide additional information to assist with answering the disability question.

If you indicated the presence of a disability, impairment or long-term condition, please see a explanation in the following list below:

Disability in this context does not include short-term disabling health conditions such as a fractured leg, influenza, or corrected physical conditions such as impaired vision managed by wearing glasses or lenses

11 — Hearing/deaf

Hearing impairment is used to refer to a person who has an acquired mild, moderate, severe or profound hearing loss after learning to speak, communicates orally and maximises residual hearing with the assistance of amplification. A person who is deaf has a severe or profound hearing loss from, at, or near birth and mainly relies upon vision to communicate, whether through lip reading, gestures, cued speech, finger spelling and/or sign language.

12 — Physical

A physical disability affects the mobility or dexterity of a person and may include a total or partial loss of a part of the body. A physical disability may have existed since birth or may be the result of an accident, illness, or injury suffered later in life; for example, amputation, arthritis, cerebral palsy, multiple sclerosis, muscular dystrophy, paraplegia, quadriplegia or post-polio syndrome.

13 — Intellectual

In general, the term 'intellectual disability' is used to refer to low general intellectual functioning and difficulties in adaptive behaviour, both of which conditions were manifested before the person reached the age of 18. It may result from infection before or after birth, trauma during birth, or illness.

14 — Learning

A general term that refers to a heterogeneous group of disorders manifested by significant difficulties in the acquisition and use of listening, speaking, reading, writing, reasoning, or mathematical abilities. These disorders are intrinsic to the individual, presumed to be due to central nervous system dysfunction, and may occur across

the life span. Problems in self-regulatory behaviours, social perception, and social interaction may exist with learning disabilities but do not by themselves constitute a learning disability.

15 — Mental illness

Mental illness refers to a cluster of psychological and physiological symptoms that cause a person suffering or distress and which represent a departure from a person's usual pattern and level of functioning.

16 — Acquired brain impairment

Acquired brain impairment is injury to the brain that results in deterioration in cognitive, physical, emotional or independent functioning. Acquired brain impairment can occur as a result of trauma, hypoxia, infection, tumour, accidents, violence, substance abuse, degenerative neurological diseases or stroke. These impairments may be either temporary or permanent and cause partial or total disability or psychosocial maladjustment.

17 — Vision

This covers a partial loss of sight causing difficulties in seeing, up to and including blindness. This may be present from birth or acquired as a result of disease, illness or injury.

18 — Medical condition

Medical condition is a temporary or permanent condition that may be hereditary, genetically acquired or of unknown origin. The condition may not be obvious or readily identifiable, yet may be mildly or severely debilitating and result in fluctuating levels of wellness and sickness, and/or periods of hospitalisation; for example, HIV/AIDS, cancer, chronic fatigue syndrome, Crohn's disease, cystic fibrosis, asthma or diabetes.

19 — Other

A disability, impairment or long-term condition which is not suitably described by one or several disability types in combination. Autism spectrum disorders are reported under this category.

BRISBANE (Head Office) Level 2, 359 Queen Street Brisbane QLD 4000 Australia +61 7 3221 1626 info@queensford.edu.au ADELAIDE

Level 11, 90 King William Street Adelaide SA 5000 Australia +61 8 8410 4605 sa@queensford.edu.au FITZWILLIAM STREET - PARRAMATTA
Level 3, 1 Fitzwilliam Street
Parramette NSW 2150 Australia

Parramatta NSW 2150 Australia +61 2 8660 0040 info@queensford.edu.au WENTWORTH STREET - PARRAMATTA Level 5, 9 Wentworth Street Parramatta NSW 2150 Australia +61 2 8660 0040 info@queensford.edu.au

ABN 17129064437 | RTO 31736 | CRICOS 03010G

Reference: 17122020 v5.16

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