



# Enrolment Form Checklist

- Birth Certificate or  Passport with CURRENT Visa
- Australian Childhood Immunisation Certificate – ACIR (Download from Medicare)
- Parents are born overseas, copies of parent’s passports / visas / Permanent Residency or Citizenship papers required.

## Proof of Students Residential Address - 100 points required

Schools that are above or near (i.e.the number of non-local enrolment applications received exceeds the number of enrolment places available outside the local enrolment buffer) their buffer level use the following 100-point residential address check to verify that the student being presented for enrolment lives within the intake area.

Document showing the full name of the child’s parent	Points
1. <b>Only one of</b> (i.e. no additional points for additional documents) – <b>40 Points</b> <input type="checkbox"/> Council rates notice <input type="checkbox"/> Lease agreement through a registered real estate agent for a period of at least 6 months or rental board bond receipt <input type="checkbox"/> Exchanged contract of sale with settlement to occur within the applicable school year	
2. Any of the following – <b>20 points</b> <input type="checkbox"/> Private rental agreement for a period of at least 6 months <input type="checkbox"/> Centrelink payment statement showing home address <input type="checkbox"/> Electoral roll statement	
3. Any of the following documents – <b>15 points</b> <input type="checkbox"/> Electricity or gas bill showing the service address* <input type="checkbox"/> Water bill showing the service address* <input type="checkbox"/> Telephone or internet bill showing the service address* <input type="checkbox"/> Drivers license or government issued ID showing home address* <input type="checkbox"/> Home building or home contents insurance showing the service address <input type="checkbox"/> Motor vehicle registration or compulsory third party insurance policy showing home address <input type="checkbox"/> Statutory declaration stating the child’s residential address, how long they have lived there, and any supporting information or documentation of this.	

\* up to three months old

Total points received \_\_\_\_\_

Checked by: \_\_\_\_\_

**For more information please contact the school office or visit the following website**  
<https://education.nsw.gov.au/public-schools/going-to-a-public-school/enrolment>

