

## DOCUMENT REQUIREMENTS FOR CONSIDERATION OF ENROLMENT AT CHATSWOOD HIGH SCHOOL

All applicants must bring the following **ORIGINAL DOCUMENTS** to the school before an Application for Consideration of Enrolment can be completed:

- Student Identity documents**
- Proof of Address documents**
- School Reports**                      two most recent high school reports
- Immunisation History**            required by **all** students enrolling for the first time in a NSW Government school

### **Student Identity – ORIGINAL documents only**

|   |   |
|---|---|
| <b>AUSTRALIAN CITIZENS</b>                                    | <ul style="list-style-type: none"><li>• Australian Passport <b>or</b> Australian Birth Certificate.</li><li><b>or</b></li><li>• Australian Birth Certificate <b>and</b> Australian Citizenship Certificate where both parents were born overseas.</li></ul> |
| <b>TEMPORARY VISA HOLDERS (Including permanent residents)</b> | <ul style="list-style-type: none"><li>• Passport and relevant visa/travel documents <b>for the student</b> dependant on their parent's visa <b>and the parent</b> (Primary visa holder) of the student.</li></ul>   |
| <b>INTERNATIONAL STUDENTS</b>                                 | <ul style="list-style-type: none"><li>• Passport and relevant visa/travel documents for the student and their parent.</li></ul>   |

### **Proof of Address**

For a student to be enrolled as a local placement, parents will be required to provide **100 points** as per the General Guidelines below. The enrolling parents must provide proof of residency that they **CURRENTLY** live in the local area and that the child being enrolled also **CURRENTLY** lives in the local area.

### **General Guidelines:**

- All documents must show the full name of the parent and address of the parent or carer with whom the child lives
- All original documents must be sighted.
- All documents must be current.
- Personal references are not considered.

***Please see over page for list of documents required for Proof of Local Residency***

Parents will be required to provide **100 points**:  
**ALL documents MUST be in the full name of the student's parent/guardian**

| Document showing the full name of the child's parent   | Points  |
|--|---------|
| 1. Only one of (i.e. no additional points for additional documents)<br>1.1. Council rates notice<br>1.2. Lease agreement through a registered real estate agent for a period of at least 6 months from the start of enrolment <b>AND</b> rental board bond receipt<br>1.3. Contract of Purchase of Residential Property  | 40      |
| 2. Any of the following<br>2.1. Centrelink payment statement showing home address<br>2.2. Electoral roll statement   | 20 each |
| 3. Any of the following documents<br>3.1. Electricity or gas bill showing the service address*<br>3.2. Water bill showing the service address*<br>3.3. Telephone or internet bill showing the service address*<br>3.4. Drivers licence or government issued ID showing home address. <i>Note: digital licences must be verified in person at the school office</i><br>3.5. Home building or home contents insurance showing the service address<br>3.6. Motor vehicle registration or compulsory third party insurance policy showing home address<br>3.7. Statutory declaration stating the child's residential address, how long they have lived there, and any supporting information or documentation of this. | 15 each |

\* no more than 3 months old. Please provide printed copies of digital bills

***NB: The school may request additional documents be provided as required.***

**More information**

Contact the school office T: 9419 3611 or visit <https://education.nsw.gov.au/public-schools/going-to-a-public-school/enrolment>