

DOCUMENT REQUIREMENTS FOR CONSIDERATION OF ENROLMENT AT CHATSWOOD HIGH SCHOOL

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

The school will not accept your Enrolment Application Form without the following documents.

- Student Identity Documents**
- Proof of Address Documents – 100 points required** (see over page)
- School Reports** two most recent high school reports
- Immunisation History** (only required for students enrolling for the first time in a NSW Government school)

Student Identity Documents – *original documents only*

AUSTRALIAN CITIZENS	<ul style="list-style-type: none"> • Valid Australian Passport or Australian Birth Certificate <p><i>Note: if both parents were born overseas (as shown on the Australian Birth Certificate), an Australian Citizenship Certificate of the student or one parent is required</i></p>
PERMANENT RESIDENTS	<ul style="list-style-type: none"> • Valid Passport and permanent resident visa for the student
TEMPORARY VISA HOLDERS	<ul style="list-style-type: none"> • Valid Passport and current visa for the student and the parent who is the Primary visa holder in the family

Proof of Address Documents

Parents of all locally residing students seeking enrolment at Chatswood High School, are required to provide Proof of Address documents to the value of **100 points**, as per the *NSW Department of Education 100-point Residential address check*. Please see over page for a list of documents that the school can accept.

General Guidelines:

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

Please see following page for list of documents required for Proof of Local Residency

Parents are required to provide documents totalling **100 points** from the list below:
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) 1.1. Council rates notice 1.2. Lease agreement through a registered real estate agent for a period of at least 6 months from the start of enrolment AND rental board bond receipt 1.3. Exchanged contract of sale with settlement to occur within the applicable school year	40
2. Any of the following 2.1. Centrelink payment statement showing home address 2.2. Electoral roll statement	20 each
3. Any of the following documents 3.1. Electricity or gas bill showing the service address* 3.2. Water bill showing the service address* 3.3. Telephone or internet bill showing the service address* 3.4. Drivers licence or government issued ID showing home address. 3.5. Home building or home contents insurance showing the service address 3.6. Motor vehicle registration or compulsory third party insurance policy showing home address 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**

Note: 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>