

CITI Student Application Form (International)

The Student Application Form (International) is the first step to enrolling in a course at the Central Institute of Technology and Innovation (the Institute). Enrolment establishes a formal agreement between you and the Institute, allowing you to begin your academic journey with us.

How to Fill Out This Form:

1. Attach all required supporting documents, including proof of identity and prior qualifications.
2. Submit the completed form and documents via the specified email (apply@citi.nsw.edu.au), online portal, or in person at the admissions office.
3. Contact Student Services if you have any questions or require assistance.
4. Student Services will review your application and contact you as soon as possible to confirm the next steps.
5. If you have any questions or require assistance, contact Student Services directly.

Part 1 – Personal Details			
Are you?	☐ Overseas Student (Offshore)		☐ Overseas Student in Australia (Onshore)
First Name			
Last Name			
Preferred Name (if relevant)			
Nationality			
Date of Birth	DD/MM/YYYY		
USI: Unique Student Identifier			
Gender	☐ Male	☐ Female	☐ Other/Not specified

Part 2 – Contact Details

Current Address in Australia			
Street		Flat/Unit Number	
Suburb		State	
Postcode		Phone	
Email			
Address in Home Country			
Street		Flat/Unit Number	
Suburb		State	
Postcode		Phone	
Emergency Contact 1			
Full Name		Relationship	
Contact Number		Email	
Emergency Contact 2			
Full Name		Relationship	
Contact Number		Email	

Part 3 – Visa Details

Passport Number		Passport Expiry Date	DD/MM/YYYY
Country of Birth		Birthplace	
Visa Type		Visa Grant Date	DD/MM/YYYY
Visa Number		Visa Expiry Date	DD/MM/YYYY

Part 4 – Health Cover

Are you currently covered by Overseas Student Health Cover?	☐ Yes	If yes, please specify your provider	
	☐ No (skip to Part 5)		
Member Number		Expiry Date	DD/MM/YYYY

Part 5 – Course Details

Bachelor of Information Technology and Innovation (CRICOS Code: 119896M)	☐ Specialisation 1: Data Science
	☐ Specialisation 2: Software and Systems
Intake Date	☐ Semester 1: February – June ☐ Semester 2: July – November
Year	
Master of Information Technology and Innovation (CRICOS Code: 119897K)	☐ Specialisation 1: Data Analytics (DA)
	☐ Specialisation 2: Software Engineering (SE) ☐ Specialisation 3: Cyber Security (CS)
Intake Date	☐ Semester 1: February – June ☐ Semester 2: July – November
Year	

Part 6 – English Proficiency

Is English your first language?	☐ Yes	If no, please attached a certified copy of your valid test scores	☐ IELTS
	☐ No		☐ TOEFL ☐ PTE ☐ CAE ☐ Other
Year of Test		Score	

Part 7 – Educational Background

What is your highest completed education level?

- ☐ Year 11
☐ Year 12
☐ Certificate I
☐ Certificate II
☐ Certificate III
☐ Certificate IV
☐ Diploma
☐ Advanced Diploma
☐ Associate Diploma
☐ Associate Degree
☐ Bachelor Degree
☐ Postgraduate Degree
☐ Other

Please attach certified copies of all academic transcripts and **translated into English**)

Name of Qualification 1 (Institution Name)

Country

Date of Completion

DD/MM/YYYY

Name of Qualification 2 (Institution Name)

Country

Date of Completion

DD/MM/YYYY

Are you currently enrolled in another Institution?

- ☐ Yes
☐ No
(Please skip to Part 9)

If yes, please specify (Name of qualification and Institution)

Date Commenced

DD/MM/YY

Expected date of Completion

DD/MM/YY

Do you require a release from your current provider?

- ☐ Yes
☐ No

Part 8 – Advanced Standing/ Credit Transfer

Are you seeking advanced standing or credit transfer for studies completed?

- ☐ Yes
☐ No
(Please skip to Part 9)

If yes, please provide a completed "Advanced Standing Application form" and submit it with this application

Part 9 – Special Needs

Do you need any help in any of the following areas?

- ☐ Hearing
☐ Mobility
☐ Vision
☐ Other

Other medical conditions, please specify

Part 10 – Marketing

Where did you hear about us?

Part 11 – Admission Checklist

Check that you have:

☐ Completed all sections of the application form
☐ Read and understood the Conditions of Enrolment and Refund Policy. Check that you have attached certified copies of the following (a certified copy is one that matches the original and is signed by a CITI staff member, Justice of the Peace, notary, or CITI registered agent)

☐ Your academic qualifications
☐ Evidence of your English language proficiency (if required)
☐ Certified copy of your passport or birth certificate and certified copy of your visa (if required)

☐ Any relevant employment documentation e.g. CV or resume (if required) certified translations of any documents not in English
☐ Certified copy of your Overseas Student Health Cover (OSHC)

Part 12 – Student Declaration

- I declare that to the best of my knowledge that the information that I have provided on this form is complete and correct. I understand that providing false, misleading, or incomplete information may result in my application being declined, my enrolment being cancelled, and notification being made to relevant authorities.
- I declare that I will be at least 18 years of age before commencing my studies.
- I declare that I meet the Genuine Student (GS) requirement as stipulated by the Australian Government.
- I have read and understood the relevant program information on the Central Institute of Technology and Innovations (the Institute) website and confirm I have sufficient knowledge about the Institute to enrol.
- I authorise the Institute to contact me via SMS, phone, or email regarding my application and enrolment.
- I understand that it is my responsibility to maintain valid Overseas Student Health Cover (OSHC) for the duration of my studies.
- I understand that my student fees may increase, and I accept responsibility for the payment of all fees as outlined on the Institute's website. I agree to abide by the Fees, Charges, and Refunds Policy and Procedures. I also acknowledge that living expenses in Australia may be higher than in my home country and confirm I can meet these expenses for the duration of my course.
- I have read and understood the Admissions and Enrolment Policy and Procedures as specified on the Institute's website. I acknowledge that the Institute may amend its conditions as necessary to comply with Australian laws and regulations or amendments to those laws and regulations.
- I give permission for the Institute to obtain official records from any educational institutions I have attended to verify the supporting documentation provided with my application. I also authorise the Institute to supply my contact details and relevant official records to educational institutions (including ELICOS providers) for which I am eligible for admission.
- I understand that any conditions associated with an offer of admission will be detailed in my letter of offer from the Institute, which I will be required to read and sign. I authorise the Institute to access the Visa Entitlement Verification Online (VEVO) system to check my visa details.
- I understand that the Institute collects information during my enrolment to meet its obligations under the Education Services for Overseas Students Act 2000 (ESOS Act), the National Code of Practice for

Providers of Education and Training to Overseas Students 2018, and other requirements of government departments such as the Department of Home Affairs and the Department of Education and Training.

- I will notify the Institute immediately if any details provided in this application change.

Print Full Name

Signature

Date

DD/MM/YYYY

Part 13 – Agent Declaration

- I have assessed this application and confirm that the applicant meets the Genuine Student (GS) requirements, demonstrating that their primary purpose for coming to Australia is to study the program indicated in their application. I further confirm that they fully understand their obligations as an Australian student visa holder and have the financial capacity to cover tuition fees and living expenses in Australia.
- I have verified that the applicant is academically qualified for the program they have applied for and either meets or will meet the required English proficiency level before commencing the program. I have also confirmed the authenticity of all documents provided with this application.
- I acknowledge that both my agency and the Institute may face consequences if a student's visa is refused due to non-compliance with the Genuine Student (GS) requirements. By signing this form, I confirm that I understand the declarations above and affirm, to the best of my knowledge, that the applicant is genuinely committed to completing the course.

Agency Name

Contact Person

Contact Number

Agent's Signature

Date

DD/MM/YYYY