



Direct Application Form

Le Cordon Bleu

Gastronomic Tourism

The Le Cordon Bleu Gastronomic Tourism courses are delivered fully online by Southern Cross University via the University's distance education study option.

HOW TO COMPLETE THIS FORM

Hard-copy Printed Forms

Use only a black pen and print clearly in BLOCK LETTERS. e.g.

JOHN CITIZEN

For check-boxes please clearly cross the box, e.g.



Complete all details carefully to avoid delays in processing your application.

Electronic Versions of this Form

You can fill in the form electronically by typing into the form, however, **we still require your signature – you must print it so you can sign it** before mailing or faxing it to Le Cordon Bleu. If you want to email your application form you must print it, sign it, then scan it as a PDF or JPEG file before emailing it to us on australia@cordobleu.edu

SUPPORTING DOCUMENTS

To avoid delays in processing your application please note the following:

- ▶ Applications must include an original or certified copy of academic transcripts for all post-secondary studies.
- ▶ Documentary evidence and official translations must be supplied for all overseas qualifications.

ADVANCED STANDING

Advanced Standing is recognition that prior study or experience has academic value to your intended studies. For further information please visit scu.edu.au/advancedstanding

IMPORTANT

Southern Cross University (SCU) and Le Cordon Bleu Australia (LCBA) require your signature in order to process this form.

Please ensure you print and sign this form before submitting it to LCBA to avoid delays. If you wish to email it to us you will have to scan it as a JPEG or PDF before emailing it to australia@cordobleu.edu

CONTACT — LE CORDON BLEU

For application enquiries, contact Le Cordon Bleu

 **By Telephone**
+61 8 8348 3058

 **By Email**
australia@cordobleu.edu

 **Send this application to:**

 **By Fax**
+61 8 8346 3755

 **Website**
lecordonbleu.com.au

 **By Mail**
Le Cordon Bleu Admissions Office
Days Road, Regency Park
South Australia
Australia 5010

Le Cordon Bleu Admissions Office
Days Road, Regency Park
South Australia
Australia 5010

Direct Application Form — Le Cordon Bleu Gastronomic Tourism

1. PERSONAL DETAILS

If you have been a student of SCU, UNE NR, or NRCAE, what is your Student ID Number (if known):

Full formal name (as per passport) – for use on formal documents, including degree certificate

Title: First Name: Other Given Name(s):

Last Name: Previous Last Name:

Preferred Name:

Sex: Male Female Date of Birth: Day Month Year

Note: If your name has changed since previous enrolment at SCU, please refer to scu.edu.au/changeofname for information about documents required

2. CONTACT DETAILS

Street Number and Name (or PO Box):

Suburb/Town: State: Postcode: Country:

Phone (home): Phone (work): Phone (mobile):

Email Address:

3. CITIZENSHIP DETAILS

If you are a New Zealand citizen, the holder of a Permanent Humanitarian Visa, Temporary Entry Permit, or have been granted an Australian Permanent Resident Status, you MUST attach a certified copy of your visa/passport confirming these details. All applicants must meet the English language requirements of Southern Cross University as part of their eligibility for admission. Please refer to scu.edu.au/englishskills for further information.

Country of Birth:

If not Australia or New Zealand:

Do you hold an Australian Permanent Humanitarian Visa? YES NO

IF YES, please indicate:

Date Granted: Day Month Year

Have you been granted Australian Permanent Resident Status? YES NO

Date of entry into Australia: Day Month Year

Country of Citizenship:

Are you of Aboriginal or Torres Strait Islander descent? NO YES, Aboriginal YES, Torres Strait Islander YES, Aboriginal and Torres Strait Islander

4. DISABILITY

Do you have a disability, impairment or long-term medical condition that may affect your studies?

YES NO

If YES, please indicate area(s) of impairment:

Hearing Mobility Learning
 Medical Other (please specify) ▼
 Vision

Would you like to receive information on disability support services?

YES NO

5. COURSE INFORMATION

Course name: e.g. Master, Graduate Diploma, Graduate Certificate, Unit of study (specific unit)

OFFICE USE ONLY

Are you applying to change courses at SCU?

YES NO

Note:

To be eligible for a course transfer you must be an SCU student currently admitted to a coursework award course.

When do you want to commence? (tick one)

Session 1, (February) Session 2, (July) Session 3, (November)
Year

6. ENGLISH LANGUAGE PROFICIENCY

Main language spoken at home, if not English:

Have you completed a test of English proficiency in the last 2 years? YES NO

If YES please indicate the date taken and test ▼

| Date taken (dd/mm/yyyy) | English test name | Result (if known) | IELTS test report form number |
|-------------------------|----------------------|----------------------|-------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Please attach an original or certified copy of test results.

7. QUALIFICATIONS SCU has the right to request documentation to support your application at any time.



All information entered must be true and accurate.

- ▶ Please see front page note regarding supporting documentation required.
- ▶ All Post Secondary Studies indicated below must be six months full time equivalent or more.

Post Secondary Studies: Include Tertiary Preparation Courses and all Cert IV or higher. Only include Cert III if this was part of gaining a trade qualification/licence

| | 1 | 2 | 3 |
|---|--|--|--|
| Last year enrolled: <i>(e.g. 2007)</i> | | | |
| Name of Course: | | | |
| Student ID: <i>(if known)</i> | | | |
| Institution: <i>(including country if not Australia)</i> | | | |
| Is qualification complete? | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| If qualification not complete, please indicate the number of units: | Passed (e.g. 8 units): <input type="text"/> Failed (e.g. 6 units): <input type="text"/> Currently enrolled or waiting for results: (e.g. 2 units) <input type="text"/> | Passed (e.g. 8 units): <input type="text"/> Failed (e.g. 6 units): <input type="text"/> Currently enrolled or waiting for results: (e.g. 2 units) <input type="text"/> | Passed (e.g. 8 units): <input type="text"/> Failed (e.g. 6 units): <input type="text"/> Currently enrolled or waiting for results: (e.g. 2 units) <input type="text"/> |
| Have you been excluded from study due to academic failure within the last 12 months? | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| Have you ever been expelled?* <i>(e.g. not allowed to return)</i> | <input type="checkbox"/> YES* <input type="checkbox"/> NO | <input type="checkbox"/> YES* <input type="checkbox"/> NO | <input type="checkbox"/> YES* <input type="checkbox"/> NO |
| <small>*If Yes, attach a letter giving details of the expulsion</small> | | | |
| Is this an overseas qualification?* | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> YES <input type="checkbox"/> NO |

*If you hold qualifications from overseas or you are not an Australian citizen please refer to scu.edu.au/englishskills as you may need to provide evidence of English language proficiency.

8. SECONDARY STUDIES

SECONDARY STUDIES: (Year 12 or equivalent)

Year completed: **State:** *(or Country if overseas)* **Name of School/College attended:** **ATAR, UAI, OP, ENTER, TER or equivalent score:**

9. EMPLOYMENT EXPERIENCE



Employment experience may be continuous with one employer or periods of similar work with different employers, and does not have to be relevant to the proposed course of study. Attach additional pages if required.

Only periods of paid employment of one year full-time equivalent (FTE) or more will be considered. **e.g. 20 hours per week for two years = 1 year full-time equivalent.** Attach additional pages if required.

| | 1 | 2 | 3 |
|---|---|---|---|
| Position title: <i>(e.g. Payroll Clerk)</i> | | | |
| Name of Employer: <i>(e.g. ABC Warehouse)</i> | | | |
| Years of service full-time equivalent (FTE): | | | |
| List three (3) major tasks performed in this occupation: <i>(e.g. receive invoices and arrange payments, supervise three staff)</i> | | | |

OFFICE USE
 HLP: ASSESS/DATE:
 RANK: BOO/COM CODE:
 BOA: SCALE:

10. EDUCATION LEVEL OF YOUR PARENTS OR GUARDIANS

These questions are about the highest level of education completed by your parents or guardians, a requirement of the Australian Government Department of Employment, Education and Workplace Relations. It will not be used by Southern Cross University in the assessment of your application for admission.

Please answer about the people (up to two) who, during all (or most) of your school years, were your parents or guardians. If you have more than two, answer about those you have spent the most time with.

Parent/guardian 1

Male Female No parent/guardian

What is the highest level of education completed by your parent/guardian 1?
(tick one):

- Didn't complete Year 10 schooling
(includes completed primary schooling only or did not go to school)
- Completed Year 10 schooling*
- Completed Year 10 schooling*, continued at school,
but didn't complete Year 12 schooling*
- Completed Year 12 schooling*
- Other post-school qualification (e.g. associate degree, diploma, advanced
diploma, completed apprenticeship, VET/TAFE certificate)
- Bachelor degree
- Postgraduate qualification
(e.g. graduate diploma, masters degree, PhD)
- Don't know *or equivalent

Parent/guardian 2

Male Female No parent/guardian

What is the highest level of education completed by your parent/guardian 2?
(tick one):

- Didn't complete Year 10 schooling
(includes completed primary schooling only or did not go to school)
- Completed Year 10 schooling*
- Completed Year 10 schooling*, continued at school,
but didn't complete Year 12 schooling*
- Completed Year 12 schooling*
- Other post-school qualification (e.g. associate degree, diploma, advanced
diploma, completed apprenticeship, VET/TAFE certificate)
- Bachelor degree
- Postgraduate qualification
(e.g. graduate diploma, masters degree, PhD)
- Don't know *or equivalent

11. APPLICANT DECLARATION



**Important: Please read the following carefully before you sign the declaration below.
Your application will not be considered unless you sign this declaration.**

Privacy notice

Southern Cross University (SCU) and Le Cordon Bleu Australia (LCBA) are requesting the information in this form so that we can process your application for admission. In processing your application, SCU and/or LCBA may need to:

- obtain further information about your application from other organisations, such as by means of an electronic qualification verification search like "QualSearch", and
- disclose information about you to the Australian Taxation Office, Centrelink, the Department of Education, Employment and Workplace Relations (DEEWR), other relevant Australian government agencies and to UAC and/or QTAC.

SCU and LCBA will not disclose your personal information to anybody else outside SCU or LCBA, without your consent, unless SCU and/or LCBA are required to do so by law — for example if the information is needed in an emergency or for law enforcement purposes.

Providing us with the information in this form is not required by law. However if you choose not to provide us with the requested information, we cannot process your application for admission. If you progress to enrolment and become an SCU student, SCU and LCBA will collect further personal information from you, to use and disclose for other purposes.

To access or update your personal information, to contact the SCU Privacy Contact Officer, or for more information about SCU privacy obligations and

privacy practices, see scu.edu.au/privacy

For LCBA privacy practices, see lecordobleu.com.au/privacy/

Applicant declaration and agreement

I declare that I have read this application form and the conditions specified in it and agree that I accept those conditions; and that all information and documents provided with this application form are complete and accurate. I acknowledge that it is my responsibility to ensure that I supply complete and accurate information and documents in connection with this application; and that SCU and LCBA may withdraw any offer or cancel my enrolment if any information or documents submitted with this application are incorrect or incomplete.

I authorise SCU and LCBA to obtain any further information about this application from other organisations, such as by means of an electronic qualification verification search like "QualSearch"; and to disclose information about me to DEEWR, Centrelink, UAC and/or QTAC as relevant. I also authorise other organisations to supply information to SCU and/or LCBA in order to verify any information I have provided in this application.

I agree that SCU and/or LCBA may withdraw any offer made to me on or before the lapse date, even if I have already accepted that offer; and that I am bound by and to comply with SCU's, rules, policies, By-laws, codes of conduct and procedures in force from time to time; and that SCU and LCBA may send information to me electronically.

Print Name

Signature

Date

Checklist

- Have you completed all your personal, contact and course information?
- Have you entered details of your qualifications?
- Have you supplied an original or certified copy of academic transcripts?
- Have you supplied an original or certified copy of IELTS test results?
- Have you supplied documentary evidence and official translations for overseas qualifications?
- Have you signed the Declaration?
- Applying for credit for prior study? Please see scu.edu.au/advancedstanding for an application form and/or further information.