



# SUPr PROGRAM Application Process Schedule :

Due to the limited space available in the SUPr Program and the fact that the school receives many more applications than it is able to adequately process, the following application procedure is required by the school...

## Step 1: Application Enquiries:

Parents/Carers of potential student applicants contact the school (either by phone or by submitting one of the various Enquiry Forms available). The school will forward you an Application Kit comprising of:

- THIS Application Process Schedule
- School Prospectus
- All required Application Forms (there are several, including Student Application Forms, SUPr Program Application Forms, Boarding Application Forms, Travel Forms, Medical & Consent Forms, Subject Selection Forms, etc.)

NOTE: Parents and students are advised to make sure that they have considered the heavy work load, the additional time commitments, the costs and the travel/accommodation requirements of the Program, BEFORE submitting an application. [Telephone interviews are able to be arranged with the School Principal PRIOR to submitting an application. Phone 5544 5555 during office hours to schedule a telephone interview with the Principal.]

## Step 2: Submitting the Application Forms:

The Student Application and Boarding Application Forms are quite standard. (They DO include a fair bit of repetition unfortunately.) The Student Application Form (FORM A1) must include a \$95 non-refundable Application Fee.

The SUPr Program Application Form (FORM Sup1) is to be completed by parents/carers and includes some general information PLUS

- An indication of the types of university courses into which the student is likely to be seeking entry when they graduate from high school PLUS
- a **Brief Proposal Statement**. This Proposal Statement is your opportunity to explain various aspects of the student's academic history, what their strongest subjects are, what their interests are, etc, and MOST IMPORTANTLY, to provide TWO pieces of information... WHY the student wants to join the SUPr Program and WHY they believe they will be successful in it. PLUS
  - Evidence that the student is able to attend after-school and/or evening classes (this section is only for students who do NOT intend to board at the school)
  - Information about transport arrangements, etc.
  - Name and Contact Details of at least one, non-family member who would be prepared to offer a **Personal Reference** for the student PLUS
  - **Copies of most recent Academic Records** (from the student's current school). If the student is seeking to enter the SUPr Program in either grades 7, 8, 9 or 10 a copy of their most recent NAPLAN result would also be most useful.
  - The form must be signed and dated by the responsible parents/carers of the student for whom the application is being made.
  - The form PLUS a **\$250 Deposit must be submitted** to the school. (NOTE: The \$250 is a special deposit for SUPr Program applicants. If the student is accepted into the Program, the \$250 is deducted from the fees. If the student is NOT accepted into the program, the deposit will be refunded in full. Deposits can be in cheque made out to Kooralbyn Campus Inc or paid by EFTPOS or Card via prior arrangement with the school.)

## Step 3: Receipt of Application:

On receipt of your application, the school will forward you a written receipt notifying you of the date your application was received and your Application Reference number (for you to use for future reference).

## Step 4: Offers are Made By The School:

By late-October or early-November each year, the school will finalise its list of Student Offers (the students who will be accepted into each Grade of the SUPr Program for the following year). The school will contact the families of successful applicants directly and arrangements will be made for fees to be paid and families will have 14 days to take-up their offer of place.

## Step 5: Offers are Accepted By the Families:

Within 14 Days after the Offers are Made by the school, families will have to notify the school that they intend to take up the offer and make arrangements for payments of fees, organising uniforms, finalising transport arrangements (if required), etc.

## Step 6: Second Round of Offers are Made by The School:

If there are any places still available after the initial Offer Acceptance Deadline the next round of Offers is made and the process continues until all places are filled.

## Step 7: Orientation & Preparation:

Successful applicants who have accepted their places in the SUPr Program will be provided additional information and arrangements will be made to attend an Orientation Day either at the end of the current school year or the commencement of the new school year. Uniforms, stationery lists and finalisation of travel and accommodation arrangements will be made.

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For further information about mid-year intakes, etc, please contact Kooralbyn College on 5544 5544