



## EDUCATION LEVEL OF YOUR PARENTS OR GUARDIANS

These questions are about the highest level of education completed by your parents or guardians. The Australian Government Department of Employment, Education and Workplace Relations requires this information to be collected for statistical purposes. It will not be used by James Cook University in the assessment of your application.

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

Parent / Guardian 1: Male      Female I have no parent /guardian	Parent / Guardian 2: Male      Female I have no parent /guardian	What is the highest level of education completed by your parent/ guardian <b>Please tick one:</b>  *or equivalent
		Postgraduate qualification (e.g. Graduate diploma, masters degree, PhD)
		Bachelor degree
		Other post-school qualifications (e.g. Associate degree, diploma, advanced diploma, completed apprenticeship, VET/TAFE certificate)
		Completed Year 12 schooling*
		Completed Year 10 schooling,* continued at school, but didn't complete Year 12 schooling*
		Completed Year 10 schooling*
		Didn't complete Year 10 schooling*
		Don't know

## 6. ENGLISH LANGUAGE REQUIREMENTS

1. Do you speak a language other than English at your permanent home residence?      Yes      No

If 'YES', name of non-English language that is spoken most often: \_\_\_\_\_

2. Is English your first language?      Yes      No      If 'NO' please specify first language: \_\_\_\_\_ **Go to question 8**

## 7. JCU DETAILS

Given name:	Family name:
Date of birth (DD / MM / YYYY):	Email:
JC number:	Student Number:

Previous subjects studied at JCU:

## 8. SUBJECT ENROLMENT

Which teaching period do you wish to commence study?  
(Please choose one semester or trimester)

Semester 1	Semester 2	
Trimester 1	Trimester 2	Trimester 3

Which location are you wanting to study at?

Cairns	Townsville	Online
Mackay	Mt Isa	

Please refer to [available subjects](#) on the JCU NOW website for the most up-to-date information on subject availability at each location and requirements.

In the table below, enter the subject code, subject title and teaching period for the course you wish to enrol in.

Subject code (e.g. CMN101)	Subject title (e.g. Introduction to Creative Entrepreneurship)

## ACADEMIC HISTORY Please attach a copy of your most recent Report Card

School name: \_\_\_\_\_

Your year level (during your intended semester of study): \_\_\_\_\_ The year you will complete Year 12: \_\_\_\_\_ School subjects being studied during your intended semester of study (e.g. Chemistry, Mathematical Methods): \_\_\_\_\_

Are you applying for JCU NOW as part of a scholarship program? Yes (If yes, please provide details) No

## ADMISSION STATISTICAL DETAILS

List any other educational qualifications you have completed (e.g. Certificate III in Information Technology): \_\_\_\_\_

## SCHOOL'S STATEMENT OF SUPPORT (To be completed by the JCU NOW coordinator)

I confirm that:

- This student is achieving at B-grade average or better\*
- This student meets the prerequisite/s for the course (if relevant), refer to [available subjects](#).
- I believe this student is capable of successfully undertaking university study
- I agree to meet with this student regularly to discuss their progress and inform the University of any relevant issues.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Position: \_\_\_\_\_ Email: \_\_\_\_\_ Tel: \_\_\_\_\_

*\*Special circumstances may be considered on a case-by-case basis. Please attach a written statement if special circumstances exist.*

## PARENT/CARER INTERNET PERMISSION DECLARATION

NB: A parent or carer must sign this permission form.

Print full name of applicant under the age of 18: \_\_\_\_\_

### PERMISSION FOR INTERNET ACCESS

Federal Government legislation and internet service provider codes restrict internet services for people under 18 years of age. The [Broadcasting Services Amendment \(Online Services\) Act 1999](#), has created a co-regulatory scheme for dealing with internet content including ensuring that internet access is not provided to people under the age of 18 without the consent of a parent or responsible adult.

For information on how to supervise use of the internet and how to protect people from offensive material on the internet, please consult the [Australian Communications and Media Authority](#) website. JCU does not normally supervise and/or censor internet access.

Internet accounts are offered to staff and students of JCU for work associated with learning, teaching, research and administration. Staff and students are bound by the [Acceptable Use of ICT Resources Governing Policy](#) which is available on the JCU website.

I am the parent/carers of the above-named applicant. I have read the [Acceptable Use of ICT Resources Governing Policy](#) and agree to the conditions of use. I understand that all internet services are available through the network account and that no censorship of the applicant's internet access will be undertaken by JCU.

### PLEASE INDICATE YOUR PERMISSION (please select appropriate box):

I give permission for the above-named applicant to receive full access to the internet through JCU.

I do not give permission for the above-named applicant to receive full access to the internet via JCU.\*

\* Note: While parents/carers are not required to provide permission for the applicant to have internet access, if permission is withheld then the applicant may be unable to complete their course/program of study.

Name of parent/carers: \_\_\_\_\_ Signature: \_\_\_\_\_

## PARENTAL MEDIA CONSENT

James Cook University seeks permission to use any images, footage and/or written information collected of your child on the JCU website, social media platforms and in school newsletters.

As the legal guardian of the participant, I consent to the use of images and footage of my child by JCU, as per [TalentReleaseForm.pdf](#)

Name of parent/carer: \_\_\_\_\_ Signature: \_\_\_\_\_

## DECLARATION

**Important notice:** I declare that the information I have supplied on this form is, to the best of my knowledge, complete and correct. I consent to receiving information electronically from the University and agree to access my JCU email regularly (weekly) and to maintain current mailing details in LearnJCU.

## PRIVACY

I understand that information contained on this form is collected for admission and administrative purposes and may be given to the Department of Education, Universities Australia and Universities Australia member institutions and any other relevant authority. JCU may also supply information to organisations or persons where required or authorised to do so by law.

Applicant signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/carer signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/carer email: \_\_\_\_\_

**Reminder:** please ensure you complete the 'Applicant Checklist' below before submitting your application.

## APPLICANT CHECKLIST

### YES I have:

- Completed the entire application form
- Attached a copy of my visa documents (if applicable)
- Attached a copy of my most recent Report Card that include teacher comments for each subject
- Obtained approval (signature) from my school's JCU NOW Coordinator
- Obtained the permission (signature) of a parent/carer
- Read the declaration
- Signed and dated the declaration
- Completed the 3rd Party Authority form (see below)

## LODGEMENT

Email: [hello@jcu.edu.au](mailto:hello@jcu.edu.au)

Mail: JCU NOW  
1 James Cook Drive  
James Cook University, QLD 4811

## ENQUIRIES

Phone: 1800 943 499

Email: [hello@jcu.edu.au](mailto:hello@jcu.edu.au)

JCU Student Centre: [Student Centre JCU Townsville](#),  
Bebegu Yumba campus, Douglas  
[Student Centre JCU Cairns](#),  
Nguma-bada campus, Smithfield



Note: This form must be submitted by the applicant/student and not the third party.

## INFORMATION

### When to use this form

This form should be used to provide express consent from an individual to James Cook University (JCU) to interact with a nominated third party (e.g. parent/guardian, relative) in relation to the release of personal information and/or documents on request. If a student simply needs to show proof of current employment to a third party (e.g. employment agency), no third party authorisation is required. Refer to [I need a letter confirming my enrolment at JCU. How do I apply for this?](#)

## PRIVACY

JCU is obligated by the *Information Privacy Act 2009* and is committed to protecting the privacy of personal information. Information collected on this form will be used to process your request for third party authorisation to access information relating to your studies. Specifically, the information on this form will be used to verify the identity of the individuals concerned, contact the individuals to clarify any aspects of this consent and manage the liaison between the individuals and JCU. Details of JCU's practices regarding information privacy can be viewed in the [Information Privacy policy](#).

## STUDENT DETAILS

Student family name: \_\_\_\_\_

Student given name(s): \_\_\_\_\_

Date of birth (dd/mm/yy): \_\_\_\_\_

JCU Student Number (8 digits): \_\_\_\_\_

JCU email address: \_\_\_\_\_

Phone number: \_\_\_\_\_

## STUDENT & THIRD PARTY PROOF OF IDENTITY

Note: to protect privacy, this consent will **not** be accepted as third party authorisation without proof of your identity.

Please attach a certified copy of one of the following documents, **including signature**, for both the student and third party member:

Student Third  
Party

current Australian driver's licence or Proof of Age card,

or current passport, or

other proof of signature and current address details

## THIRD PARTY DETAILS

Family name: \_\_\_\_\_

Given name(s): \_\_\_\_\_

Date of birth (dd/mm/yy): \_\_\_\_\_

Phone number: \_\_\_\_\_

Current mailing address: \_\_\_\_\_

Relationship to student: \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_

## AUTHORITY

### Information

Application information

Fee information

Current and previous  
enrolment details

Subject Results

### Documents

Unofficial academic transcript

Coursework Enrolment Advice

Fee Statement

Fee Transaction Statement

### Time period of the authorisation

Start date (dd/mm/yy): \_\_\_\_\_ to End date: \_\_\_\_\_

For this specific course \*: \_\_\_\_\_

OR

All my studies at JCU\*

\* The authorisation ends on the date your course status has been set to 'Passed'.

Signature: \_\_\_\_\_ Date \_\_\_\_\_

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