



The purpose of this form is to enable Adelaide Institute of Higher Education (AIHE) to identify applicants who meet the Department of Home Affairs' Genuine Student (GS) and Genuine Temporary Entrant (GTE) requirements for international students in accordance with AIHE's Admissions Policy and Admissions Procedure.

AIHE will make an assessment of the genuineness of an applicant's intention to complete their studies at AIHE. Each question is targeting a specific area that AIHE will base its assessment on, and the Department of Home Affairs may be interested in during your visa application. To facilitate our assessment, please complete and return this form to AIHE. AIHE must be satisfied that you are a genuine student before giving you an offer.

**Applicants are required to complete all sections of this Form and attach the required evidence. No section should be left blank or contain not applicable (N/A) as the response. Please respond in full sentences where applicable.**

## Return this form to:

Please email a completed copy of this form along with your International Student Admission Application form and the supporting documents to [apply@aihe.sa.edu.au](mailto:apply@aihe.sa.edu.au).

Section 1: Student Details			
Student Family Name (Surname):		Title: <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other:	
Student Given Name(s):		Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Not Stated	
Date of Birth: (dd/mm/yyyy)		Personal Email:	
Telephone: (include country and area code)		Mobile Number: (Include country code)	
Country of Birth:		Citizenship/ Nationality:	
Residential address in home country:			
Visa Status/Type: (if known)		Passport Number: (if available)	
I will be travelling to Australia with: <input type="checkbox"/> Alone <input type="checkbox"/> Spouse/ De facto partner <input type="checkbox"/> Dependant(s)			
Course Information			
AIHE Student ID: (if available)		Study period: (Semester 1 or 2)	
Course title:	<b>Bachelor of Business</b>		

Section 2: Immigration History		
a. Have you ever held a visa from Australia, United States of America (USA), Canada, United Kingdom or New Zealand? <input type="checkbox"/> No <input type="checkbox"/> Yes (If yes, please give details below)		
Date: (dd/mm/yyyy) to (dd/mm/yyyy)	What was the reason for travel?	Visa type (e.g. tourist visa, student visa)
b. Have you ever had your visa denied or cancelled by the immigration department from Australia, United States of America (USA), Canada, United Kingdom, New Zealand or any other country? <input type="checkbox"/> No <input type="checkbox"/> Yes (If yes, please attach your visa rejection or cancellation letter to this form)		

**Section 3: Your Choice of Study/Course**

a. Have you read through the AIHE Prospectus/brochure and researched on the AIHE website?

No     Yes (If yes, please give details below)

(Please note that it is in your best interest to do thorough research and understand why you are choosing to study at AIHE. For more information please go to: <http://aihe.sa.edu.au/bachelor-of-business/>. You may seek counselling advice, but the final decision has to be made by you, not your agent. Once you arrive in Adelaide, course switching/changing your course may not be possible. Not being able to course switch or change your course are not grounds for a release letter.)

b. What are you coming to study at AIHE?

Name of Course:	<b>Bachelor of Business</b>	Intake/Year: (e.g. Semester 2 2019)	
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c. How did you know about AIHE?

d. Why have you chosen AIHE over other providers in Australia or Overseas?  
(please name at least 2 providers both overseas and within Australia)?

e. Why do you want to study the Bachelor of Business course you have applied for at AIHE?

f. Why have you chosen Australia as a study destination?

g. Why have you chosen to study in Adelaide, South Australia over other cities in Australia?

h. Why are you not undertaking this course in your home country?

i. What research have you undertaken to assist you with making a decision?

**Section 4: Your Career and Future Plans**

(Please note that it is in your best interest to choose a course that is relevant to your career and future plans. For more information please go to: go to: <http://aihe.sa.edu.au/bachelor-of-business/>. You may seek counselling advice, but the final decision has to be made by you, not your agent. Once you arrive in Adelaide, course switching/changing your course may not be possible. Not being able to course switch or change your course are not grounds for a release letter.)

a. How is this course relevant to your future career and educational plans?

b. Are you changing your area of study from previous studies or work experience?  
If yes, please explain why you have chosen to change your career path.

c. What are your job prospects and salary expectations in your home country upon completion of this course?  
(provide evidence of links or advertised jobs etc if available)

d. Provide an annual salary in your country for graduates with similar qualification?

**AUD\$:**

e. Do you have any ties to your home country? (e.g. family, business)

(You are required to show that there are strong ties to your home country which indicate that you intend to return home at the end of your study.)

No     Yes (If yes, please provide details below).

f. Have you previously applied or are currently applying for admission at other Australian Education providers?

No     Yes (If yes, please give details of the name of institution and outcome below)

Please attach copies of any Offer Letters in had already

Name of Institution	Outcome

g. Have you received a Confirmation of Enrolment (COE) from another institution before?

No     Yes (If yes, please give details of the name of institution and outcome below)

Please attach copies of any COEs in had already

Date COE Issued (dd/mm/yyyy)	Name of Institution	Reason for withdrawing your acceptance from the institution

h. Have you previously studied in Australia?

No     Yes (If yes, please give details below and answer Question i)

Start date (dd/mm/yyyy)	Completion date (dd/mm/yyyy)	Name of Institution	Which course?

i. Did you successfully complete the course you studied in Australia?

No (If no, please give details below)     Yes

### Section 5: Employment History

a. Please provide a summary of your employment and/or jobs for the last five years in the table below.

Please attach evidence of current or most recent employment, which might include payslips or a contract, plus also attach your curriculum vitae (CV) or résumé. Your CV or résumé should include full employment and educational history, including dates and positions held for at least the last five years.

Name of Company	Job Title	Year started and year completed

### Section 6: Gaps in your Studies or Employment

a. Please provide details of any gaps more than 3 months in your studies and/or employment below.

Date: (dd/mm/yyyy) to (dd/mm/yyyy)	Details of Gap

**Section 7: English**

a. Have you undertaken any English Proficiency Tests (e.g. IELTS, PTE Academic, TOEFL, Cambridge)?

If yes, please attach a copy of the English proficiency test to this form.

To meet GTE requirements you will need to provide an IELTS of 5.5 or equivalent.

Name of English Proficiency Test completed	Date taken (dd/mm/yyyy)	If no, when are you planning to take the test? (dd/mm/yyyy)

b. Are you planning to take any English studies at Adelaide Institute of Higher Education?

No     Yes (If yes, please give details in the table below)

(You are expected to fully attend and participate in your English classes. Please note that failing in your English studies are not grounds for a release. You will be required to re-enrol and use the support services that have been put in place at AIHE to ensure success. AIHE has services like orientation, student guild, counselling, student services and wellbeing to ensure that students are supported.)

How many weeks?	Start date (dd/mm/yyyy)	End date (dd/mm/yyyy)

**Section 8: Relationship Status and Dependants**

a. What is your relationship status?

Never married or been in a de facto relationship (go to Question 8f)

Married     De facto     Engaged     Divorced     Widowed     Separated (please give details below)

Please attach evidence of your relationship with your spouse/ de facto partner, which could include a certified copy of your marriage certificate, Family Book, Household Booklet or other evidence of family composition.

Date of marriage, or commencement of de facto relationship, or intended marriage (dd/mm/yyyy)	Name of Spouse / De facto Partner	Spouse / De facto Partner Date of Birth (dd/mm/yyyy)	Will your spouse / de facto partner be joining you in Australia (yes/no)	Spouse / De facto Partner Passport Number (if available)

b. Has your spouse/ de facto partner ever held a visa from Australia, United States of America (USA), Canada, United Kingdom or New Zealand before?

No     Yes (If yes, please give details below and attach copies of foreign visas to this form)

Date: (dd/mm/yyyy) to (dd/mm/yyyy)	What was the reason for travel?	Visa type (e.g. tourist visa, student visa)

c. Has your spouse / de facto partner ever had a visa denied or cancelled by the immigration department from Australia, United States of America (USA), Canada, United Kingdom, New Zealand or any other country before?

No     Yes (If yes, please attach their visa rejection or cancellation letter to this form)

d. What is your spouse / de facto partner highest qualification? (e.g. Diploma, Bachelor; Masters etc).

Please attach copies of your spouse's / de facto partner's qualifications

Name of Qualification	Institution	Year started and year completed

e. Is your spouse/ de facto partner currently employed?

No     Yes (If yes, please give details below) Please also attach a detailed CV to this form.

Name of Company	Job Title	Year started and year completed

f. Do you have dependent children?  
 No (go to Section 9)     Yes (If yes, please give details below)

Name of Dependant	Date of Birth	Passport Number (if available)

g. Will your spouse/ de facto partner and/or dependants be joining you in Australia?  
 No     Yes (If yes, please give details below)

(Please note that if you travel with your spouse/ de facto partner to Australia, they will be required to abide by conditions stipulated on your visa. If your spouse / de facto partner opts to move to another city to work or study, these are not grounds for release and therefore, you may not be released from AIHE.)

### Section 9: Other Family and Relatives

(Please note that starting off and adjusting in a new country may sometimes not be easy. Community and family support can be great support when adjusting to your new environment. If you have relatives and friends in other cities other than Adelaide, it is in your best interest to apply and study in that city. Should you choose to come study at AIHE in Adelaide, we will ensure that you get a smooth transition and you will be required to use the services that we offer such as orientation, student guild, counselling, student services and wellbeing.)

a. Do you or your spouse / de facto partner have any relatives currently living in Australia?

(including siblings, parents, grandparents, children, aunts, uncles and cousins)

No     Yes (If yes, please give details below)

Name of Relative	Relationship to you	City of Residence in Australia	Visa type (e.g. citizen; permanent resident or temporary/student)

(If you have relatives living in a city other than Adelaide, we strongly advise you to go to the city where your relatives are located in. If you opt to come to AIHE in Adelaide whilst your friends and relatives are in other cities, please note that, these are not grounds for a release letter request. You will be required to continue with your course at AIHE and make use of our support services which have been set up for students. AIHE has services like orientation, counselling, student services and wellbeing to ensure that students are supported.)

b. If you are coming to study in Adelaide, South Australia and your relatives live in another city, please explain below why you have decided not to study the city or location where you already have relatives.

### Section 10: Ability to afford to live and study at AIHE in Adelaide

(Please note that you are required to have enough funds for your studies ([http://aihe.sa.edu.au/wp-content/uploads/2018/06/O3\\_SCO3.1\\_AIHE-Schedule-of-Fees\\_V1.0.pdf](http://aihe.sa.edu.au/wp-content/uploads/2018/06/O3_SCO3.1_AIHE-Schedule-of-Fees_V1.0.pdf)) ) and living expenses (<http://www.studyinaustralia.gov.au/global/live-in-australia/living-costs>) whilst studying at AIHE. You also need to be able to access the funds.

International students are allowed to work 40 hours a fortnight. This amount may not cover your living expenses and certainly not your tuition fees. Also, getting part time work is not a guarantee. Not being able to raise your tuition fees and living expenses are not grounds for release.)

**Financial Guidelines**

a. What do you expect your total expenses to be for the duration of your stay in Australia?

Please include the cost for dependents (if applicable)

Please complete the following table to calculate the total amount of funds you will need.

(Living costs are a minimum amount required for visa purposes. Living costs vary depending on where you will be living and studying. It is your responsibility to determine and cover your costs whilst living and studying in Australia. You must not rely on work to support yourself in Australia as a student.

The table below shows the minimum amount of money for which you are required to provide evidence before you will receive a full offer. The amount is to cover the first twelve (12) months of living and tuition costs. Sufficient funds must be available for you and each of your dependants at the time of application and must meet AIHE's requirements to be considered.)

EXPENSE	REQUIRED FOR	AMOUNT REQUIRED IN AUD ** Minimum recommended by the Australian Government	ESTIMATED AMOUNT (PLEASE COMPLETE)
Travel	Applicant	Return airfare to Australia	
	Family member(s)	Return airfare to Australia for each family member	
Tuition	Applicant	Tuition fees for one year (two Semesters)	
	School-aged child(ren)	AUD 8,000 per child	
Living	Applicant	AUD 20,290 / year **	
	Spouse/de facto partner	AUD 7,100 / year **	
	Child(ren)	AUD 3,040 / year **	

**Total funds required (acceptable proof of funds must be provided):**

**Financial Information**

b. How will you pay for your tuition, living expenses and travel arrangements to Australia?

Self-funded    Sponsored (private)    Bank loan    Approved government/corporate sponsor

Please attach proof of funds/sponsorship for one year's worth of living and tuition costs if you are self-funded or sponsored (private). The funds must have been held in the same bank account(s) for at least three months before the date of the bank statement(s).

If you are sponsored by an approved government/corporate sponsor, please provide evidence to confirm this.

If you are applying for a bank loan after you have received a conditional offer from AIHE, you will be required to provide evidence of the loan approval before a full offer can be issued.

All evidence provided must meet AIHE's requirements, including the type of bank issuing the loan or with which the funds are held.

Please answer the questions that are relevant to your personal circumstances:

c. If you are self-funded, how do you intend to fund your studies for the remainder of the course duration after your first year of study?

d. If somebody else will fund your study, how will they pay for your course and living costs for the remainder of the course duration after your first year of study? What is their profession?

e. If you obtain a bank loan, how will the loan be repaid during and after your study, and who will repay it?

**List of Financial Documents**

To assist with the assessment of this application, please list the financial documents that you have attached and number them to match the numbering below:

No.	Type of Document	Country of Issue	Issuing Institution	Date of Document	Amount (Local currency)
0	Bank Statement	China	Bank of China	14/05/2019	CNY 10,000
1					

2					
3					
4					
5					
6					
7					
8					

**Section 11: Any other information**

Please provide any other information relevant to AIHE when considering your application.

**Section 12: Declaration**
**Student Declaration:**

- I declare that I am a genuine temporary entrant and genuine student.
- I acknowledge that the information collected on this form will be used to assess my application to study at AIHE.
- I declare that all the information I have given in this application is true, correct and complete, and is not false or misleading. I understand giving false or misleading information is a serious offence under Australian law and will impact negatively on my application to study in Australia.
- I grant AIHE permission to investigate the statements I have made in this application. I also permit AIHE to take any action that it deems appropriate, based on the information I have provided, including rejecting my application to study and withdrawing any offer already made
- I declare that the course I have chosen to study at AIHE is my decision and not the agent's.
- I agree that AIHE can vary or reverse any decision made on the basis of any incorrect, incomplete, fraudulent or misleading information that I have provided. This may result in my enrolment being terminated.
- I agree to tell AIHE immediately if there is any change to the information I have given in this application.
- I am aware that my spouse /de facto partner is required to abide by my student visa conditions as he/she is a dependent on my visa.
- I declare that if my spouse/ de facto partner moves to another city, I am aware that it is not grounds for release letter because I am required to maintain my enrolment as per my visa conditions.
- I understand my obligation to have sufficient funds to pay for Overseas Student Health Cover, all tuition fees and associated student costs and all living and travel expense for myself and any dependent/s (if applicable) for the entire duration of my stay in Australia.
- I understand that if I am unable to pay my tuition fees in line with the payment due date, AIHE may cancel my enrolment which may affect my student visa.
- I understand that while, as part of my student visa, I am allowed to work a maximum of 40 hours per fortnight (with unlimited work-rights during semester breaks), these funds are to be used to supplement my living costs but must not be my only source of income to pay my tuition fees and living expenses.
- I understand that my visa may be rejected or cancelled by the Department of Home Affairs if it is determined that documents supporting my application are fraudulent or I have made a false declaration.
- I understand that my visa application will be denied if I do not pass the Department of Home Affairs; health and character checks.
- I understand that my visa application will be rejected if the Department of Home Affairs is not satisfied that I am a genuine student – <https://www.border.gov.au/Trav/Stud/More/Genuine-Temporary-Entrant>
- I understand that my visa may be cancelled by the Department of Home Affairs if I do not abide by the conditions of my visa. Please go to the following link for more information :<http://www.border.gov.au/Trav/Stud/More/Visa-conditions/visa-conditions-students>
- I understand that I will be required to update any changes to my personal details direct to the AIHE Student System within seven days of my arrival in Adelaide. These details will only be passed onto DIBP when requested by DIBP.
- I fully understand the AIHE Refund Policy – [http://aihe.sa.edu.au/wp-content/uploads/2018/06/O3\\_PLO3-Fees-and-Refunds-Policy-V1.0.pdf](http://aihe.sa.edu.au/wp-content/uploads/2018/06/O3_PLO3-Fees-and-Refunds-Policy-V1.0.pdf)
- I fully understand that if I request a transfer to another provider (release letter) within the first six months of my study, AIHE may refuse my request - <https://www.border.gov.au/Trav/Stud/More/Changing-courses>
- I fully understand that if I decide to downgrade i.e. go to a course that has a lower AQF level I will not be released from AIHE and will be required to apply for another visa - <https://www.border.gov.au/Trav/Stud/More/Changing-courses>
- I confirm that my agent has not completed this form on my behalf.
- I understand that if I defer, AIHE cannot guarantee that the course will be available for the requested intake.
- I confirm that I have disclosed all documents required for AIHE's assessment and these are a valid and accurate representation of myself and my history. I understand that no further documents can be submitted after an assessment decision is made.
- I understand that if I am unsuccessful in my visa application AIHE may not issue another offer and Confirmation of Enrolment.
- I acknowledge that the information I provide to AIHE may be made available to Australian and State Government agencies, pursuant to obligations under the Education Services for Overseas Students Act 2000 and the National Code of Practice for Providers of Education and Training to Overseas Students 2018. I recognise that disclosure to government agencies can include, but is not limited to, information regarding breaches of a student visa condition, change to my enrolment, and/or for visa processing purposes.
- I have read, understood and accept the above conditions.

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



**Agent Declaration**

- I confirm that I did not complete this form on behalf of the student.
- I declare that the course on this application form is the student's choice.
- I declare that I have assessed and sighted all of the attached documents. I have made every effort to verify the authenticity and validity of the documents which form part of this application.
- I declare that to the best of my knowledge this is an accurate and valid representation of the student.
- I declare that all the information that has been provided to me from the student has been disclosed to AIHE.
- I understand that no further documents can be submitted after an assessment decision is made.
- I declare that I have informed the student that if they request for a transfer to another provider (release letter) within the first six months of my study, AIHE may refuse their request - <https://www.border.gov.au/Trav/Stud/More/Changing-courses>
- I declare that I have informed the student that if they decide to downgrade i.e. go to a course that has a lower AQF level I will not be released from AIHE and will be required to apply for another visa - <https://www.border.gov.au/Trav/Stud/More/Changing-courses>
- I understand that if the student is unsuccessful in his/her visa application AIHE may not issue another offer and Confirmation of Enrolment.
- Based on the assessment conducted, I rate this applicant's risk to AIHE and to the Australian Government's Genuine Temporary Entrant (GTE) requirement as:
  - Very low**       **Low**       **Moderate**       **High**       **Very high**

I recommend that this applicant be considered for admission

- Yes**       **No**

Signature of Agent / Counsellor:

\_\_\_\_\_

\_\_\_\_\_

Name of Counsellor (please print)

Date:  
(dd/mm/yyyy)

Name of Agent (please print):

City where Agent's Office is located:

**Supporting Evidence Checklist**

<b>Section/ Question</b>	<b>Evidence / Documentation</b>	<b>Attached Yes or N/A</b>
2	Copies of foreign visas, visa refusals, visa withdrawals/cancellations	
4f	Copies of any Offer Letters in hand already	
4e	Copies of any COEs in hand already	
5a	Evidence of current or most recent employment, which might include payslips or a contract	
5a	Applicant's curriculum vitae (CV) or résumé with full employment and educational history, including dates and positions held for at least the last five years	
7a	Evidence of current English proficiency results	
8a	Evidence of your relationship with your spouse/ de facto partner: Marriage Certificate/ceremonial and social Marriage Photographs and/or Children's Birth Certificate/s. Formal evidence of official Separation, de facto or common law relationship, death of Spouse or divorce	
8b & 8c	Copies of foreign visas, visa refusals, visa withdrawals/cancellations for spouse or de facto partner	
8e	Spouse's or de facto partner's curriculum vitae (CV) or résumé with full employment and educational history, including dates and positions held for at least the last five years	
10	Proof of funds/sponsorship for one year's worth of living and tuition costs if you are self-funded or sponsored (private)	
10	Proof of Relationship between Applicant and Financial Sponsors	
10	Financial Sponsor's Annual Income	
10	Financial Sponsorship Declaration of all Sponsors	
10	Full set of Education Loan support documents, if loan is utilised	
10	Completed 'List of Financial Documents'	