

# International Students Enrolment Process

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1. You will complete application (online or paper).
2. You will submit documents:
  - a. Passport copy (certified)
  - b. English language proficiency (certified)
  - c. Written Statement describing past experience and future goals.
3. IFSS will confirm your interview via skype, phone or in person.
4. Upon successful interview, IFSS will issue a Letter of Offer and invoice.
5. You will confirm your place by paying \$150 registration fee (non-refundable) and the Term 1 tuition deposit.
6. Upon payment, IFSS will issue a Confirmation of Enrolment (CoE )and send the enrolment form for return to finalise enrolment.
7. You will apply for a Student Visa (572) (see [www.immi.gov.au/students](http://www.immi.gov.au/students) for visa requirements).
8. You will return your enrolment form and pay remainder of first semester fee no later than two weeks prior to course start date.
9. You will forward a copy of your visa approval to IFSS to confirm your course place.
10. IFSS will issue you with the course welcome pack.