

EQI INTERNATIONAL STUDENT APPLICATION FORM

HOW TO COMPLETE

These instructions are provided to assist agents, students and their families to complete their International Student Program (ISP) application form.

Please note application open and close dates which are available here - [EQI application open and close dates](#).

A complete application form will streamline the assessment process and ensure students and their families supply all the necessary documentation when submitting their EQI ISP application. There is more information on the EQI website about [important information before you apply](#).

The latest EQI online fillable PDF application form can be downloaded from EQI's website at - <https://eqi.com.au/apply-now>.

PLEASE COMPLETE THIS FORM ELECTRONICALLY AS HANDWRITING CAN BE DIFFICULT TO UNDERSTAND

The EQI application form has a cover page with instructions for completing and submitting the application, and a checklist of supporting documents that must accompany the application.

Please use the following guidelines:

<input checked="" type="checkbox"/>	Section Number and Title	Page no. of form	What is required	Helpful Hints
<input type="checkbox"/>	Cover page checklist	2	<p>Tick off checklist and attach individual PDF copies.</p> <p>Ensure all original qualifications have been certified (copied, stamped and signed) as a true copy of the original by the agent's authorised personnel, notary, or equivalent. Documents that are not in English must be accompanied by accredited English translations.</p>	Complete documentation will assist EQI to process applications quickly. Incomplete applications will not progress until all required documentation is provided.
<input type="checkbox"/>	1. Student Details	3	Enter the first name and family name as they appear on the student's passport or birth certificate.	Submit a copy of the passport photo page OR translated copy of birth certificate.
<input type="checkbox"/>	2. Visa and Overseas Student Health Cover (OSHC)	3	<ol style="list-style-type: none"> Passport number and nationality on passport. Does student have an Australian student visa already? Has the student or guardian ever had a visa refused for Australia or any other country? If student does not intend to purchase own OSHC, EQI will provide. If student intends to purchase own OSHC, a copy of OSHC certificate must be attached. 	<p>Does the student have dual citizenship?</p> <p>If student is purchasing own OSHC, cover is required for duration of their student visa. See more information here.</p>

<input checked="" type="checkbox"/>	Section Number and Title	Page no. of form	What is required	Helpful Hints
<input type="checkbox"/>	3. Parent Contact Details	3	Full contact details of both mother and father or legal custodian.	If there is sole custody of student, provide proof document translated into English.
<input type="checkbox"/>	4. Alternative Contact Details	4	Full contact details of authorised alternative contact person MUST NOT BE mother, father, legal custodian or agent.	These details will be used as an emergency contact when EQI cannot contact the parents or agent.
<input type="checkbox"/>	5. Communication preference	4	Full contact details may be provided for an additional person the family may wish to nominate to assist in communicating with EQI.	This is not a mandatory field.
<input type="checkbox"/>	6. Siblings	4	Provide name, date of birth, school and year level for any siblings attending a Queensland school.	Only if applicable.
<input type="checkbox"/>	7. Transferring from another education provider	4	To be completed if the student is already studying with another Australian education provider.	Only complete if applicable.
<input type="checkbox"/>	8. Behaviour	4	Please answer all questions.	Student declaration must be completed.
<input type="checkbox"/>	9. Accommodation and welfare	5	<p>Choose and complete <u>one</u> of the following options:</p> <ol style="list-style-type: none"> EQI Arranged Homestay <ul style="list-style-type: none"> EQI will request nominated school to arrange a suitable homestay for student. Nominate an Immigration approved relative <ul style="list-style-type: none"> Parent/legal custodian (a legal custodian can only be appointed by a court of law if the parents are no longer alive or able to take responsibility for the child). Immigration approved relative (as defined by DHA is a partner/spouse, child, parent, brother, sister, stepchild, step-parent, stepbrother, stepsister, grandparent, grandchild, aunt, uncle, niece, nephew or step equivalent) - (https://immi.homeaffairs.gov.au/help-support/glossary#). Nominate a person to provide accommodation <ul style="list-style-type: none"> Nominated 3rd party (friend, acquaintance, distant relative nominated by parents over the age of 25 and of good character). 	<p><u>EQI Welfare:</u></p> <ul style="list-style-type: none"> Homestay Placement Fee – fee must be paid for all new homestay placements at each school including Nominated 3rd Party. EQI <u>will</u> issue CAAW letter for these students. <p><u>Non EQI welfare:</u></p> <ul style="list-style-type: none"> Parent, Legal Guardian or DHA approved relative – proof of blood relationship. Completed DHA 157N form required. Copy of Genuine Student statement to be attached EQI <u>will not</u> issue CAAW letter for these students. <p><u>Nominated 3rd party:</u></p> <ul style="list-style-type: none"> EQI will treat these requests in the same way we approve homestay providers and welfare will be retained by EQI. EQI <u>will</u> issue CAAW letter for these students. <p><u>NOTE: It is critical that this is decided prior to submitting an application.</u></p>

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				Additional fees will apply for multiple changes. Please check with the family and explain available options. Refer to EQI Accommodation options.
<input type="checkbox"/>	10. Religious instruction	5	Provide religion of student if you wish them to receive religious instruction at school.	If you don't have a religion or require this instruction, choose the 'No' box.
<input type="checkbox"/>	11. Medical	6	<ul style="list-style-type: none"> • Answer all questions and provide details of any medical conditions • Provide information about any ongoing treatment. • Attach a diagnosis letter from the medical practitioner which outlines any triggers, severity and management plan for the medical condition. • Home country doctor contact details must be provided if medical condition has been disclosed. 	<ul style="list-style-type: none"> • If no individual doctor, then list the medical clinic of the student/family. • Physical, mental health and emotional medical conditions must be included. • If applicants do not disclose complete and relevant information, this may be grounds for EQI to cancel welfare for a student if unable to provide the required support. • Please refer to the Queensland state schools standardised medical condition categories list.
<input type="checkbox"/>	12. Entry and course requirements	7	<ol style="list-style-type: none"> 1. Applicants must provide the last 2 years of school reports translated into English (i.e. 4 semesters) 2. For primary students with less than 2 years of schooling, please provide all relevant reports. 3. Provide certificate of recognised English language test results or evidence of instruction in English to verify proficiency for direct entry (test results should be issued within the previous 6 months). 4. Provide information if the student intends to sit an English language test prior to commencing. 5. Provide information about any subjects which student must study. 6. Advise EQI if Queensland school reports must be validated prior to return to home country. 7. Provide details of any specialist programs in which the student plans to enrol. 	<ul style="list-style-type: none"> • An incomplete academic record will delay processing of the application. • Provide evidence of previous studies conducted in English. • Refer to EQI Entry and course requirements for recognised English language test scores - https://ppr.qed.qld.gov.au/attachment/ISP-entry-and-course-requirements-standard.pdf.
<input type="checkbox"/>	13. Course Selection	8	<p>Choose all that apply from the following list:</p> <ul style="list-style-type: none"> • Primary school • High school • High school (Study abroad) • High school (Regional study abroad) 	If selecting HSP, then High school must also be selected (see 14 below).

<input checked="" type="checkbox"/>	Section Number and Title	Page no. of form	What is required	Helpful Hints
			<ul style="list-style-type: none"> High school (Study abroad dual location) International Baccalaureate Diploma Queensland Academies International Baccalaureate Diploma 	
<input type="checkbox"/>	14. English preparation options	8	<ul style="list-style-type: none"> Choose from EQI's High School Preparation program or an EQI English Pathway Provider (EPP) preparation program. If student will enrol with EPP, their letter of offer must be attached to this application. Choose commencement date. 	<ul style="list-style-type: none"> EQI will offer 20 weeks of HSP as a minimum unless English proficiency certificate is attached. EPP will determine duration of course depending on the English level of the student. Students may only study a maximum of 40 weeks in an English preparation course.
<input type="checkbox"/>	15. Term dates	8	No information is required.	Queensland school term dates are provided for reference.
<input type="checkbox"/>	16. Entry year level	8	Choose course commencement year level, school term and duration of study.	<ul style="list-style-type: none"> Choose both primary and high school if applicable. Enter total duration of study. Consider student visa and student guardian visa processing timeframes when choosing the school term for commencement.
<input type="checkbox"/>	17. School selection	9	<ul style="list-style-type: none"> Answer the questions and provide as many school preferences as possible. List order of preference for both primary and high schools (if applicable). If there are no places at the nominated schools, EQI will nominate additional schools. 	<ul style="list-style-type: none"> Choosing schools with capacity will streamline the application assessment process. Refer to https://eqi.com.au/find-a-school/eqi-school-list (can sort by program/region). School profiles including details about subjects and sports are available via the above link. Ensure school chosen is close to student accommodation if staying with a parent/relative. For assistance in relation to locations, visit www.whereis.com/.
<input type="checkbox"/>	18. Queensland Academies	9	Choose one campus and nominate the year you wish to commence.	<ul style="list-style-type: none"> Note that the Queensland Academies has different application dates and a longer selective entry process.

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<input type="checkbox"/>	19. How did you find out about EQI programs?	9	Please complete.	
<input type="checkbox"/>	20. Registered agent details	10	<p>Completing this section will ensure that your agency is awarded commission for this student.</p> <p><u>Agent Declaration</u> – agent <u>MUST</u> agree to declaration statements and <u>tick all boxes.</u></p>	<p>Please provide:</p> <ul style="list-style-type: none"> • representative name within agency. • agency name (as per Agent Agreement with EQI).
<input type="checkbox"/>	21. Declaration, acknowledgement and consent	10	<p><u>Student/Parent Declaration</u> – high school student and mother and father or legal custodian <u>MUST</u> agree to the declaration statements and <u>tick all boxes.</u></p>	<ul style="list-style-type: none"> • Primary students are not required to sign. • Attach a digital photo of student to assist identification of applicant.