International Student Enrolment Process

1. Applicants complete the AFTT application (online at www.aftt.edu.au or ask Reception).

2. Applicants submit four (4) documents:

   - Passport copy (certified copy)
   - Certified (and translated if necessary) copy of school transcripts and certificate evidencing successful completion of Senior High School or equivalent
   - Certified copy of English language proficiency –
     - o   For Diploma and Advanced Diploma applicants, Academic IELTS 5.5 with no single band below 5 or equivalent;
     - o   For Bachelor degree applicants, Academic IELTS 6.0 with no single band below 5.5 or equivalent.
   - Written statement

3. AFTT will confirm an interview date, time and method (online; in person).

4. Applicant will complete the interview.

5. Upon successful interview, AFTT will issue a Welcome Pack including the Letter of Offer, Enrolment Form, Enrolment Acceptance Agreement, Student Handbook, Unique Student Identifier (USI) Fact Sheet, RPL/Credit Transfer Kit, ESOS information for international students, and an invoice for the course, including a two hundred and fifty dollars ($250) Registration Fee (non-refundable) and initial tuition fee payment for Sem/Trimester 1.

6. Applicant will create a free Australian Government Unique Student Identifier (USI) at http://www.usi.gov.au/Pages/default.aspx. Record USI on the AFTT Enrolment Form.

7. Applicant will confirm their place by returning the completed Enrolment Form and Enrolment Acceptance Agreement and paying the two hundred and fifty dollars ($250) Registration Fee (non-refundable) and initial tuition fee payment for Sem/Trimester.

8. Once the Enrolment Form, Enrolment Acceptance Agreement, Student Handbook declaration and invoice payment are received, AFTT will issue a Confirmation of Enrolment (CoE). Applicant becomes a student.

9. Student will apply for a Student Visa (500) (see Subclass 500 Student visa (homeaffairs.gov.au).

10. Student will forward a copy of their Student Visa approval and Overseas Student Health Cover (OSHC) to AFTT to confirm course start.

11. If applicable, student to return their completed RPL/Credit Transfer application at least twenty (20) days before the course start date.

12. Student pays the balance of the Sem/Trimester tuition fees at least fourteen (14) days before the course start date.