



Application Process

Enrolment Fees (as at 1 January 2024)

Enrolment fees are payable per student and are not credited towards School fees.

Application	220	To be paid upon Application (non refundable, inclusive of GST).
Acceptance	1 000	Required to confirm a place, following a College offer (non refundable, GST free). <i>An acceptance fee is payable by parents as confirmation of the parents' acceptance of the College's offer of a place. The College's receipt of the 'Offer of a Place' letter, signed and returned by parents together with payment of the Acceptance Fee, constitutes acceptance of the place offered.</i>
Deposit	1 500	Payable 24 months prior to commencement at the College (GST free). <i>Provided that the student commences her studies at Roseville College in the year offered, and completes Year 12 at the College, then the Deposit is refunded without interest when all accounts are settled.</i>

Application Steps

1. Enquiry

Our enrolment process begins with your enquiry. Our website and our *Enrolment Prospectus* provide you with information to help you decide if Roseville College is the right choice for your daughter. In addition, we recommend a tour of the College with our Registrar to experience the campus in person.

2. Application

Applications are submitted online through our application portal via the Roseville College website:

<https://enrol.roseville.nsw.edu.au/student/enrolment>

A completed Enrolment Application must comply with full disclosure and contain:

- An Enrolment Application form completed with Conditions of Enrolment signed by both parents/guardians (one per child)
- Payment of a non-refundable application fee, currently \$220 (incl GST)
- Two written references
- Copy of applicant's full birth certificate

- Copy of applicant's latest school report (if applicable)
- Copy of NAPLAN Report (if applicable)
- Proof of Australian citizenship/residency.

3. An Interview with the College

For students entering Year 8 and above, any offer of a place is at the discretion of the Principal and will be preceded by an interview.

4. Offer of a Place at Roseville College

Successful enrolment applicants are offered a place, and have four weeks to accept the place. Once accepted and a non-refundable acceptance fee, currently \$1,000 (incl GST), is received, your daughter's enrolment at Roseville College is confirmed. If, at the time of application, a vacancy is not immediately available, your daughter's name will be placed on our waitlist in priority by application date.

5. Enrolment Deposit prior to Commencement

Payable 2 years prior to commencement at the College or as agreed with our Registrar, a provisionally-refundable enrolment Deposit, currently \$1,500 (incl GST), is requested to finalise your daughter's place. Provided that the student commences her studies at Roseville College in the year offered and completes Year 12 at the College, this security deposit is refunded, without interest, or donated to the College at the parents' discretion, when all accounts are settled. No enrolment fees or securities are, or may be, credited towards tuition fees.

6. Orientation

In preparation for each new intake and where opportunity allows, orientation events are held at the College. These events provide new students and their families the opportunity to meet others in the school community – fellow new students, some of the present student body and staff. These events help new girls adjust more quickly into their new school environment, assimilate into the student body, navigate around our campus, and better understand the "ins, outs and opportunities"

Enrolment Enquiries

The Registrar, Roseville College

Telephone: 02 9884 1100

Email: registrar@roseville.nsw.edu.au