



How do I Enrol?

A

Consult the Catchment Map
<https://www.qgso.qld.gov.au/maps/edmap/>

B

Do you Reside in Catchment?

IN CATCHMENT

OUT OF CATCHMENT

Contact Enrolments Officer
 3326-5222
 Monday to Friday
 8.00am to 4.00pm

Complete Expression of
 of Interest Form (EOI)

Send EOI Form & supporting documents
 to Enrolments Officer
enrolments@craigslshs.eq.edu.au

EOI submitted to Principal

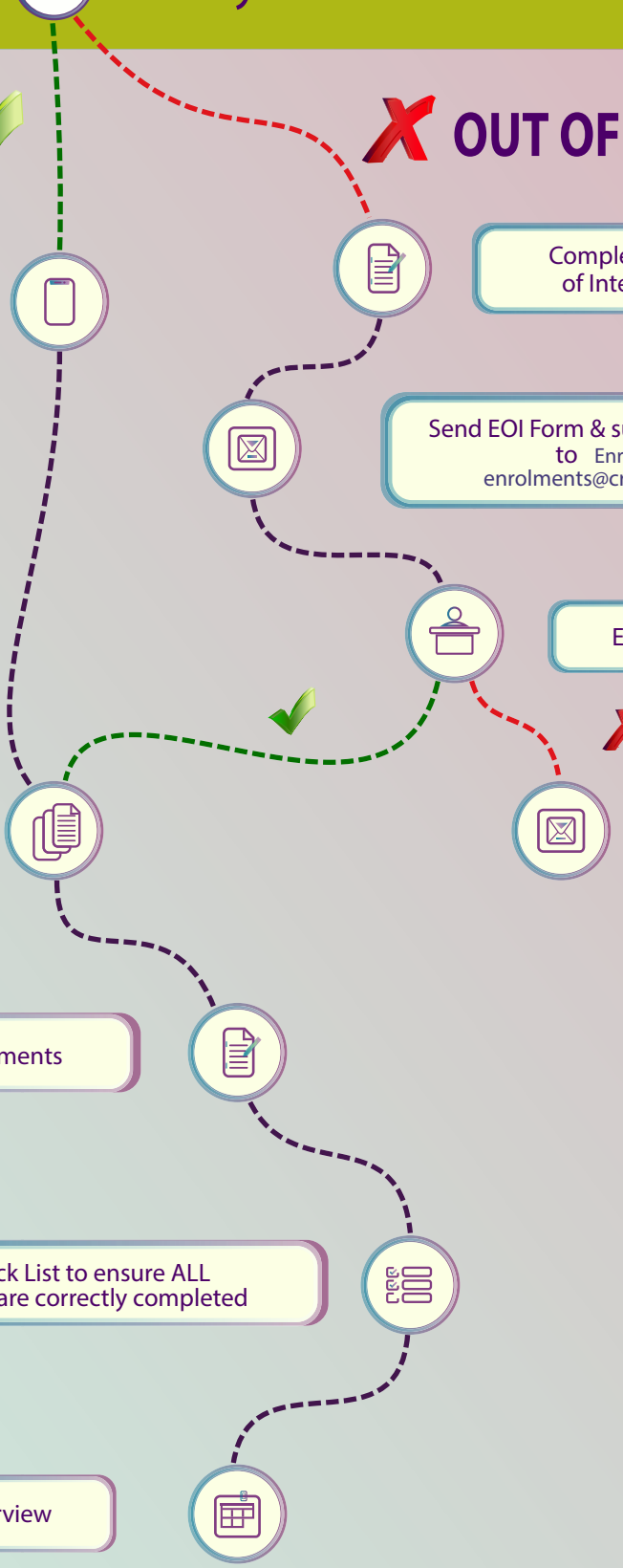
Collect Enrolment Pack

On the Waitlist 

Complete all Enrolment Documents

Use Check List to ensure ALL
 documents are correctly completed

Enrolment Interview



How Do I Enrol at Craigslea State High School?

Enrolment at Craigslea State High School is governed by an Enrolment Management Plan which sets conditions of enrolment and the boundaries that determine the catchment area for the school. Detailed information regarding the school's EMP can be found at:

<https://education.qld.gov.au/parents-and-carers/enrolment/management-plans/craigslea-state-high-school>

Enrolment applications at Craigslea State High School fall into three categories:

1. **General Enrolment - In Catchment Area**
2. **Selective Entry Program Enrolment**
3. **Out-of-Catchment Area Enrolment**

To establish if you reside within catchment - a catchment map can be found using the link above. Full details about this and other matters pertaining to enrolment can be obtained by contacting the Enrolments Officer (3326 5222) during office hours, 8.00am to 4.00pm Monday to Friday.

1. General Enrolment - In Catchment Area

All **in catchment** applicants are required to complete an Enrolment Pack and attend an Enrolment Interview (parent/caregiver and student).

2. Selective Entry Program Enrolment

The school's Programs of Excellence are supported through the allocation of a defined number of places. Places in the Programs of Excellence are available to out-of-catchment enrolments once the demand for in-catchment enrolment has been met. Application should be made for enrolment into these programs *prior* to the cut off dates provided on the application forms. Please indicate on the Enrolment Application if you wish to apply for one of the following Programs of Excellence:

- a. Excellence in Science
- b. Signature Music
- c. Craigslea Volleyball Academy

All Programs of Excellence will be finalised in Term 3 2022 and successful applicants will be notified.

3. Out-of-Catchment Area Enrolment

An **Expression of Interest Form (EOI)** needs to be completed. The form outlines all the necessary supporting documentation that must accompany the EOI. The EOI with documentation is to be submitted directly to the office.

- The school's Programs of Excellence are supported through the allocation of a defined number of places. Places in the Program of Excellence are available to out-of-catchment enrolments once the demand for in-catchment enrolment has been met. Please indicate on the Expression of Interest Form if you wish to apply for one of the following Programs of Excellence:

- a. Excellence in Science
- b. Signature Music
- c. Craigslea Volleyball Academy

All **in catchment** and **successful out-of-catchment** applicants are required to attend an Enrolment Interview (parent/caregiver and student). Due to the current situation regarding COVID-19, individual interviews are now being conducted by appointment only.

An **Enrolment Flow Chart** and **Enrolment Check Sheet** have been provided outlining the **Enrolment Process** and **documentation required** to be completed **prior** to the Enrolment Interview.

Please check carefully to ensure all information **has been completed in full**.

Please contact the school's Administration Office on 3326 5222 to arrange for an individual interview.



Craigslea State High School

Out of Catchment Area



Expression of Interest for Student Enrolment: Years 7 to 12

Please complete a **separate form for each student** in the family. Indicate the **number of separate student** applications: _____

Student Name: _____ Male Female Date of Birth: ____/____/____

Current School: _____ EOI for Year Level: _____ Commencing in 20____

1. Parent/Caregiver Details: (Student Resides With)	2. Parent/Caregiver Details:
Name: _____	Name: _____
Address: _____	Address: _____
_____ Post Code: _____	_____ Post Code: _____
Home Phone: _____ Mobile: _____	Home Phone: _____ Mobile: _____
Workplace: _____	Workplace: _____
Work Phone: _____	Work Phone: _____
Email: _____	Email: _____

Please tick the relevant box which relates to this Student's application and attach a copy of the information required.

If you were **BORN** in Australia –

Copy of your Student's Birth Certificate and latest School Report

If you were **NOT BORN** in Australia and **DO** have Australian Citizenship –

Copy of Student Passport with Date of Arrival Stamp, Copy of Student Visa and a copy of latest School Report

If you were **NOT BORN** in Australia and **DO NOT** have Australian Citizenship –

Copy of Student Passport with Date of Arrival Stamp, Copy of Student Visa and a copy of latest School Report

Note that your Application will NOT proceed until we have received all of the above information

Please supply a COPY of your Student's latest NAPLAN Report for Grades 5, 7 or 9 AND most recent School Report

Verified Disability						
ID <input type="checkbox"/>	HI <input type="checkbox"/>	VI <input type="checkbox"/>	SLI <input type="checkbox"/>	ASD <input type="checkbox"/>	PI <input type="checkbox"/>	Other _____
						Please supply VERIFIED Evidence

Proof of Address:

Please supply Proof of Address by **current** Utility Bill, Rental Agreement.

Schools of Excellence – (Separate Application Form Required)

Excellence in Science

Signature Music

Craigslea Volleyball Academy

Sibling at the School:

Brother / Sister Name: _____ Year First Enrolled: _____ Year Levels Completed: _____

Parent/Caregiver Signature: _____ Date: ____/____/____

Office Use Only – Please do not write in this Space

EOI Accepted: Yes No Deputy Principal's Signature: _____

Acknowledgement Sent: ____/____/____ (Sign: _____) Enrolment Pack Sent: ____/____/____ (Sign: ____/____/____)

Decline Letter Sent: ____/____/____ (Sign: _____)

Waitlist Sent: _____ Date: ____/____/____ Time: _____ (Sign: ____/____/____)