

Thank you for considering Chevalier College as a choice for your child's secondary schooling. Chevalier College is an independent, catholic, coeducational secondary school providing quality education to students from Year 7 to Year 12.

WELCOME

All are welcome to apply for enrolment at Chevalier College, regardless of personal, pastoral or financial circumstances. The College holds the expectation that all students are willing to support the Catholic ethos. For Chevalier College this ethos comes from the Order of the Missionaries of the Sacred Heart (MSC).

FEES

The College's Fee Schedule for 2020 is enclosed. Please note that if you are applying for enrolment into a future year, the fees listed in the schedule may change prior to that year.

FEES ASSISTANCE

The provision of fees assistance is at the discretion of the Principal and the Business Manager, and is based on evidence of financial hardship. For more information regarding fees assistance, please contact the Business Manager on (02) 4861 1488. The College applies strict confidentiality regarding requests and approval of financial assistance.

SCHOLARSHIPS - BURSARIES

Through the generosity of donors and supporters of Chevalier College we are able, from time-to-time, to offer full or part scholarships-bursaries. When a scholarship-bursary is on offer it will be advertised on our College website. Chevalier scholarships-bursaries are made available to prospective students who are not currently enrolled at Chevalier College.


PLEASE VISIT US

We love our College and look forward to showing you around our wonderful facilities, from our 100 acre park-like grounds and sporting fields to our classrooms and other educational facilities.

- **2020 OPEN DAY** – Saturday, 4 April 2020
- **2020 TWILIGHT TOURS** – Thursday 26 November – on-line booking will be available from October
- **Personal tours** – please contact our enrolments office

The steps involved in the application process are listed on the reverse side of this letter. For any further information regarding enrolments, please contact Jenni Woods on (02) 4861 0524 or email enrolments@chevalier.nsw.edu.au

We look forward to receiving your application for enrolment to our wonderful College.



CHRIS McDERMOTT
PRINCIPAL



JENNIFER WOODS
ENROLMENTS

This enrolment application pack contains the following:

1. Application for Enrolment form
2. Student Medical and Learning Needs form
3. 2020 Fee Schedule
4. List of subjects and extra curriculum opportunities
5. Special Events and Liturgies
6. The Privacy Act – Collection Notice

Application for Enrolment process:

STEP 1: [APPLICATION](#)

Complete the *Application for Enrolment* form and return it to the College with the:

- Student Medical and Learning Needs form
- Enrolment Application Fee of \$100
- Documents as per the Lodgement Checklist (printed on the last page of the application form)

Note: Year 7, 2021 – Places available, please submit application as soon as possible.

STEP 2: [CONTACT](#)

Upon receipt of the completed Application for Enrolment form, accompanying documents and application fee you will, in due course, be contacted to arrange an interview.

STEP 3: [INTERVIEW – Parent and Student Conversation](#)

The student and parents/legal guardians will be invited to a 'parent and student' conversation with the Principal or delegated member of staff in the Principal's absence. Where referrals to the First Aid, Counsellors, Leader of Learning – Diverse Learning and or Assistant Principal – Wellbeing is recommended these meetings will be set up prior to the student commencement of enrolment.

- **For students entering Year 7 and Year 8**, a 'parent and student conversation' will take place with a staff member of our college Leadership Team
- **For students entering Year 9**, along with the 'parent and student conversation' the student will be asked to consider what 'elective subjects' they would like to choose, taking in account class availability.
- **For students entering Year 10, Year 11 and Year 12**, along with the 'parent and student conversation' a meeting with our curriculum coordinator will be arranged to discuss the availability of elective subjects.

Note: Year 11, 2021 – Subject Information Night will be advertised on our website

Note: Year 9, 2021 – Subject Information Night will be advertised on our website

STEP 4: [NOTIFICATION](#)

Following the interview process, the College will write to notify you of the results of the Application for Enrolment. If enrolment is successful, a *Letter of Offer* including an *Enrolment Acceptance Contract* will be provided. Advice of commencement date, Orientation Day and any other relevant details will be provided at this time.

STEP 5: [ACCEPTANCE OF OFFER](#)

Enrolment is secured upon receipt of the Enrolment Acceptance Contract, the Family Acceptance Fee (if applicable) and the Enrolment Bond. Please refer to the Fee Schedule for information regarding the Enrolment Fee, Family Acceptance Fee and Bond.

Thank you and we look forward to receiving your application.