Application for eligibility to enrol in English as an Additional Language or Dialect (EAL/D) and/or for extra time to complete OLNA

FORM 4
General and Foundation

For all students
Form 4 – Application for approval to enrol in General or Foundation 
English as an Additional Language or Dialect (EAL/D) and/or for extra time to complete OLNA

FOR ALL STUDENTS

All students intending to enrol in a Year 12 EAL/D course and/or applying for extra time to complete OLNA must complete this application.

Required supporting documents for students completing Section 2 include:
• Copy of passport identification page (photograph and personal details)
• Copy of proof of date of arrival in Australia, for example a passport page showing stamp of date of entry to Australia or an International Movement Record.

This application will not be processed without all the supporting documentation.

Name of school

SCSA student number

Legal surname/family name of the student

First given name

Second given name

Date of birth

Gender

Year of enrolment in a Year 12 EAL/D course

Section 1: Eligibility criteria

I, (print your name) ____________________________________________

(Tick ONE box only ✓)

Please note: Teacher endorsement is only required for criterion 4.

☐ I will be a final-year student whose first language is not English. I will not have been a resident in Australia or another predominantly English speaking country for a total period of more than seven years prior to 1 January of the year that I will be a final year student. I declare that English has not been the main medium of course delivery* for a total period of more than seven years prior to the year that I will be a final-year student at the school/s which I have attended. SEE SECTION 2

☐ I will be a final-year student who is deaf or hard-of-hearing and communicates using signing such as Auslan as my first language. SEE SECTION 2

☐ I will be a final-year student who is Aboriginal or Torres Strait Islander, or from Cocos Island or Christmas Island, for whom Standard Australian English (SAE) has been the medium of instruction, but for whom SAE is an additional language/dialect, and whose exposure to SAE is primarily within the school context. SEE SECTION 3

☐ I will be a final-year student whose first language is not English and I was born outside Australia. I will have been a resident in Australia or another predominantly English speaking country for a total period of more than seven years prior to 1 January of the year that I will be a final-year student. I state that I have not yet acquired a level of English that will allow me to engage with any other English course (this includes ATAR EAL/D, ATAR, General and Foundation English and ATAR and General Literature).

Teacher endorsement required: I state that this student has not yet attained Level 5 on the EAL/D Late Adolescence Progress Map.

Name of teacher: ____________________________________________ Signature: ______________________

*Delivery is defined as the language in which the course is taught and assessed and includes the language used for unit outlines/programs and textbooks and the production and completion of homework tasks, assessments, tests and exams. Delivery is not limited to the language that a teacher uses to communicate in a classroom.

Please note that in situations where a language other than English is used in a classroom to support communication, the official language of delivery is still the basis for determining eligibility.

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Section 2: Student’s educational background: For students born outside Australia (all questions must be answered)

1. Country of birth: _____________________________________________________________

2. Languages spoken at home (in order of frequency): ________________________________

3. Date of arrival in Australia or other English-speaking country: ........../......./......

Note: To support this application, please include:
- Copy of passport pages showing personal details and the photograph
- Copy of proof of date of arrival in Australia, for example a passport page showing stamp of date of entry to Australia or an International Movement Record.

4. Information relating to other language studies
   Have you enrolled or do you plan to enrol in any other second language course in your final year?
   Yes ☐ No ☐
   If yes, which language course? ________________________________
   □ First language speaker □ Background language speaker □ Second language speaker

5. School background and reports: THE ONUS IS ON THE STUDENT TO PROVIDE THE EVIDENCE TO SUPPORT THIS APPLICATION
   • Complete the table showing details of your schooling from Year 1 to Year 12.
   • Write the school’s name IN FULL – no acronyms or abbreviations.
   • Copies of school reports may be subsequently requested.
   • If you did NOT attend school in a particular year/s, write across the row: NO SCHOOLING. DO NOT LEAVE ANY ROWS BLANK.

<table>
<thead>
<tr>
<th>Academic year</th>
<th>Calendar year</th>
<th>Name of the school you attended</th>
<th>Country in which you attended school</th>
<th>Main language of course delivery* at school</th>
<th>% of time of course delivery* in English**</th>
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* Delivery is defined as the language in which the course is taught and assessed and includes the language used for unit outlines/programs and textbooks and the production and completion of homework tasks, assessments, tests and exams. Delivery is not limited to the language that a teacher uses to communicate in a classroom.

** This is the percentage of time that English is the medium of delivery in ALL subjects, e.g. maths, science, history, physical education.
Section 3: Student’s educational background: For students born in a remote territory or part of Australia (all questions must be answered)

1. Country of birth: _________________________________

2. Nationality: _________________________________

   Note: Students who were born on Cocos Island or Christmas Island must to provide photocopies of passport pages showing their personal details and photograph.

3. Languages spoken at home (in order of frequency): ________________________________

4. Information relating to other language studies
   Have you enrolled or do you plan to enrol in any other second language course for your final year?
   [ ] Yes [ ] No

   If yes, which language course? ________________________________

   [ ] First language speaker [ ] Background language speaker [ ] Second language speaker

5. School background:
   • Complete the table showing details of your schooling for Year 1 onwards.
   • Write the school’s name IN FULL – no acronyms or abbreviations.
   • Copies of school reports may be subsequently requested.
   • If you did NOT attend school in a particular year/s, please write across the row: NO SCHOOLING.

   **DO NOT LEAVE ANY ROWS BLANK.**

<table>
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<tr>
<th>Academic year</th>
<th>Calendar year</th>
<th>Name/s of the schools you attended in that year. If the same as the previous year, write ‘as above’.</th>
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</thead>
</table>
Section 4: Additional information
Use this space to provide any other relevant information about your eligibility to enrol in the EAL/D course which may be of use to the Authority in making a decision about your application.

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Section 5: Declarations

**STUDENT DECLARATION**
I declare that I have provided the documentation required to support my application and, to the best of my knowledge, all the information I have given on this form is true and correct.

Signature of student: ___________________________ Date: ______________________

Students who provide incorrect or misleading information in support of their application for eligibility to enrol in English as an Additional Language or Dialect may be withdrawn from the course or have their result in the course removed from School Curriculum and Standards Authority records.

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**TEACHER AND PRINCIPAL DECLARATIONS/ENDORSEMENT**
Please note that the teacher and principal should not endorse this application unless all questions have been completed and the required documentation has been supplied. If the necessary information is not provided, the application cannot be processed.

Students who have completed Section 2 and are applying from within Australia must include the following documentation:
- photocopies of passport showing personal details and photograph
- proof of dates of entry to Australia or other English-speaking countries (if necessary).

Name of teacher: ___________________________ Signature: ______________________

Email: ___________________________ Telephone: ______________________ Date: __________

Please comment if there is any additional information that may be relevant to this application.

__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________

Principal endorsement:

Name of principal: ___________________________ Signature: ______________________

Email: ___________________________ Date: ______________________

Please note:
- Schools are requested to use the email address: eald@scsa.wa.edu.au for the forwarding of EAL/D eligibility applications to the Authority via email. Please also note that the attachment limit for emails sent to the Authority is approximately 7MB. Emails with attachment size over the limit will not be delivered. Schools are advised to segment attachments over 7MB into a series of smaller emails or may choose an alternative method of delivery. Schools will also be sent an automated response confirming successful arrival of emails sent to eald@scsa.wa.edu.au
- Postal address: EAL/D eligibility applications, School Curriculum and Standards Authority, PO Box 816 Cannington WA 6987
- Fax: (08) 9273 6301.

The review of eligibility decisions is a two-step process. For an initial informal review, please contact Louise Dodman on 9273 6785 or by email at Louise.Dodman@scsa.wa.edu.au with extra or clarifying information. For a subsequent formal appeal: an appeal application, administration fee payment and copies of additional supporting evidence are required.