

APPLICANT DETAILS

Family name		Given name(s)	
Have you changed your or your spouse's name? (Please attach a certified copy of evidence of the name change) <input type="checkbox"/> Yes <input type="checkbox"/> No		Please tick as appropriate <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Unspecified	
Date of birth (dd/mm/yyyy)		Country of citizenship (Please attach a certified copy of your passport)	
Country of birth		Place of birth	
Current country of residence		Marital status <input type="checkbox"/> Single <input type="checkbox"/> Engaged <input type="checkbox"/> Married (Please attach a certified copy of your marriage certificate) <input type="checkbox"/> Divorced <input type="checkbox"/> Defacto	

APPLICANT'S SPOUSE AND FAMILY DETAILS

Please include all parents, children, siblings and spouse.

Family Name	Given Name(s)	Relationship to Applicant	Age	Marital Status	Country of Residence	Travel to Australia with Applicant as a dependant? (Yes/No)

EMPLOYMENT AND EDUCATIONAL HISTORY

Please attach your most recent curriculum vitae or résumé. Your curriculum vitae or résumé should include full employment and educational history, including dates and positions held for at least the last five years.

Current Employment Status: <input type="checkbox"/> Student <input type="checkbox"/> Employed (Please attach payslips, work experience letter from employer) <input type="checkbox"/> Unemployed <input type="checkbox"/> Self-employed (Please attach a certificate of business registration and tax document) <input type="checkbox"/> Other (Please specify)	
Is there a gap of more than six months in your employment and educational history? If yes, please provide an explanation (Please attach documentary evidence): <input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you completed previous study by distance education? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you enrolled in a course that you did not complete or failed? If yes, why? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you married? If yes, please provide spouse's education and employment history. <input type="checkbox"/> Yes <input type="checkbox"/> No	

IMMIGRATION HISTORY

Have you ever been refused or cancelled a visa to any country including Australia? If yes, please attach documentation.

☐ Yes    ☐ No

Have any of the accompanying family members ever been refused or cancelled a visa to any country including Australia? If yes, please attach documentation.

☐ Yes    ☐ No

Have you, your spouse or any dependents ever visited Australia and breached any visa conditions? (e.g. not departing by their visa end date)  
If yes, please attach documentation.

☐ Yes    ☐ No

Do you have family members or relatives in Australia? If yes, please provide details in the table below.

☐ Yes    ☐ No

Family members or relatives in Australia (If applicable)

Family Name	Given Name(s)	Country of Citizenship	Relationship to Applicant

EVIDENCE OF FINANCIAL CAPACITY

You must read the student visa financial capacity requirements section on the Department of Home Affairs website at [www.homeaffairs.gov.au](http://www.homeaffairs.gov.au). Please demonstrate your financial capacity by providing evidence of funds to cover travel to Australia and 12 months' living, course and (for school aged dependents) schooling costs for you and accompanying family members. 12 month's funds is required for GTE assessment. (Please complete the table below).

Expenses		Amount (AUD)	Estimated amount (AUD)	Converted amount (in local currency)
Travel costs	Applicant	Return airfare	AUD	
	Accompanying family member(s)	Return airfare for each family member	AUD	
Tuition Fees	Applicant	Tuition fee for first 12 months	AUD	
	School-aged child(ren)	AUD 9,661 per child	AUD	
Living costs	Applicant	AUD 24,505 per year	AUD	
	Spouse	AUD 8,574 per year	AUD	
	Child(ren)	AUD 3,670 per child	AUD	
		Total Funds	AUD	
Initial total amount required for Kaplan Business School GTE assessment purpose (please attach evidence of funds).			AUD	

Who will fund your studies for the duration of your course? (If sponsored, please complete the table below):

☐ Self-funded    ☐ Spouse    ☐ Sponsored

Sponsor's Family Name	Sponsor's Given Name(s)	Country of Citizenship	Relationships to Applicant	Current Occupation or Position held	Income Amount (please attach proof of income)

Source of funds (where are your funds coming from)? Please tick the appropriate box(es) below and attach relevant evidence.

Please tick	Evidence	Amount (AUD)
<input type="checkbox"/>	Payslips	
<input type="checkbox"/>	Bank loan	
<input type="checkbox"/>	Employment certificate or letter	
<input type="checkbox"/>	Business registration	
<input type="checkbox"/>	Money deposits	
<input type="checkbox"/>	Financial institution or government loans	
<input type="checkbox"/>	Scholarships or sponsorships	
<input type="checkbox"/>	Other (Please specify)	
	Total Amount	AUD

Are you expected to repay any part of a loan during your studies in Australia?

☐ Yes    ☐ No

If yes, how will you fund your studies for the remainder of your study duration?

STATEMENT OF PURPOSE

You must attach your Statement of Purpose (SOP) with your GTE Assessment form to demonstrate that you meet the Department of Home Affairs Genuine Temporary Entrant requirement. The SOP must be written by you and should include the following. If applicable, you also need to provide evidence to support your statements;

- Reason for undertaking your selected course of study
  - Reason for choosing Kaplan Business School
  - Reason for choosing to study in Australia rather than your home country
  - Relevance of your selected course of study to your previous academic and/or employment background
- Reason for having a study or employment gap longer than 6 months, if applicable
  - Evidence demonstrating your personal and economic ties to your home country
  - Planned living and financial arrangements in Australia
  - Relevance of your selected course to your future employment and economic benefits in your home country

DOCUMENT CHECKLIST

Please note that these documents must be certified by a Kaplan Business School representative or authorised education agent, a Public Notary or a Justice of the Peace in Australia

Documents	Provided? (Yes / No / Not applicable)
A Statement of Purpose	
A certified copy of evidence of the name change	
Certified copies of passports for you, your spouse or accompanying family members	
A certified copy of your marriage certificate	
Documentary evidence showing the evidence for a gap in your employment and educational history	
Evidence of visa rejection	
Evidence of funds - Initial total amount required for GTE assessment purpose	
Any other documents (please specify):	

APPLICANT DECLARATION

I declare that:

☐ I have read, understood and agree to be bound by the terms and conditions of enrolment and policies available online at [www.kbs.edu.au](http://www.kbs.edu.au)

☐ The information I have submitted is a true and complete record of all academic results I have received at each and every university and institution, which I have attended.

☐ I have read the instructions on this form and that, to the best of my knowledge, the information provided by me is true and complete in every way.

☐ I acknowledge that Kaplan Business School may vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information provided me.

☐ I give permission to Kaplan Business School to verify or obtain records from other educational institutions that I have attended.

Student's name

Student signature

Date (dd/mm/yyyy)

For under 18 student

Parent's name

Parent signature

Date (dd/mm/yyyy)

AGENT DECLARATION (IF APPLICABLE)

I, \_\_\_\_\_ confirm that the above applicant has been counselled and interviewed by me (or qualified consultants in my agency) with regards to the criteria in this GTE Assessment Form. I also confirm that documents attached to this form are genuine and have been verified by myself.

Agent name

Counsellor's full name

Counsellor's signature

Date (dd/mm/yyyy)

Agent's stamp