

Application Process at Korowa

Step 1 Application

Please complete and submit your application form online. The application will take approximately 10-15 minutes. You are able to save an incomplete form and return later. Supporting documentation should accompany your application. A non-refundable application fee of \$150 per student is payable at the time of making the application. An application is a prerequisite to admission but not a guarantee of enrolment.

The Enrolment Policy is available on the website for your review and it is important to know that priority is given to students that enrol as follows:

1. Children continuing from the ELC to Prep
2. Siblings of currently enrolled students at Korowa
3. Children or grandchildren of Korovians
4. Children of Korowa staff members
5. Date of application

All applications begin the enrolment process by being placed on the waiting list. Entry points at Korowa are traditionally at ELC, Prep, Year 5 and Year 7, however should places become available at other year levels, we would welcome your application. All families should visit the school for a tour or Open Day.

Step 2 Confirmation of intention to enrol

Approximately 18 months to 2 years before your nominated year of entry, the School will make contact to collect more recent information such as; your confirmed intention to enrol, your latest contact details, most recent school reports, educational specialist reports, NAPLAN results and immunisation history statement. The School is only able to contact you by using details you have provided and it remains your responsibility to keep the School informed of any changes to your contact details. The School may remove an application from the waiting list if repeatedly unable to make contact with a family.

Step 3 Interview and/or Offer

On receipt of the updated information, the School may invite applicants to meet with the Principal or relevant Head of School. A formal offer of enrolment may be made and parents will be asked to confirm the place by a specified date. Offers not accepted by the due date may be passed to other applicants.

Step 4 Acceptance and Confirmation of enrolment

An offer can only be confirmed once the signed Confirmation of Enrolment document and non-refundable Enrolment Fee of \$1300 have been received.

Step 5 Holding deposit

A \$2500 holding deposit is due in the March prior to commencement. This fee is non-refundable and non-transferable however is allocated to Term 2 school fees in the year in which the student commences.