



# APPLICATION PROCESS

## Tips to ensure the quickest processing

You're now at the point to start the process of completing and submitting a student application form to us. Follow the two easy steps below and a Letter of Offer will be issued in no-time. Check out our [short video for extra guidance](#).

### COMPLETE THE APPLICATION FORM



1. Ensure all fields on the student application form are completed, including course section, timetable, course start date and duration
2. Need a holiday? Make sure to provide the start date and duration only
3. Need accommodation? Make sure to complete the [Homestay Preference Form](#)
4. Tick the privacy section and ensure the signature matches the passport before submitting – the signatures need to match to validate the student understands the conditions of enrolment

### SUBMIT THE APPLICATION WITH ALL SUPPORTING DOCUMENTS



Send the following documents, to: [admissions@navitasenglish.com](mailto:admissions@navitasenglish.com)

- completed application form – all boxes completed
- the signed page of the passport matching signature to the application form
- homestay preference form (if applicable)
- a copy of your current Australia visa (if applicable)
- a copy of your further studies offer to an Australian institution: university, foundation studies, TAFE/VET (if applicable)
- a copy of your official English test results: IELTS, TOEFL, PTE or Cambridge (if available)

On receipt of the completed application form, our Admissions team will assess the application and issue the Letter of Offer for your review. If all is in order, make your payment as per instructions in the offer to secure your CoE.