



# MACKAY CHRISTIAN COLLEGE

a place where you belong

## Enrolment Checklist

To register your **expression of interest** to enrol your child at Mackay Christian College you will need to submit the following documents to the Enrolment Officer:

- Enrolment Application and Contract**- for each child
- Birth Certificate** - A copy of each child's birth certificate
- Current School Report** - A copy of each child's most recent school report (Year 1 to Year 12). A Transition Statement or letter of recommendation from a Child Care Centre or Kindergarten may be used for Prep entry.
- Parenting Plan / Court Orders** - A copy of current Court Orders pertaining to the child must be supplied (if applicable)
- Visa Details** - A copy of each child's visa, permanent residency or Australian Citizenship (when born outside Australia)
- Copy of Current Health Care Card or Pension Card** - A concession on tuition fees is available for eligible Health Care or Pension Card holders (does not apply to levies)
- Learning Enrichment Support** - If your child currently receives Learning Support, a copy of any Learning Support documents available
- Network User Agreement Form** - For internet use (one for each child in Prep to Year 12) signed by both the parent and for Year 3 – 12 the student
- Medical Action Plan** - A copy of each child's action plan from their practitioner for serious medical conditions
- Prep Checklist** - for Prep entry only (one for each Prep child).

**\* MCC Office staff can make copies of documents for you.**