



Registration for Home Education Application form

Applicants are required to complete all sections of this form.

The VRQA collects and uses this information for the primary purpose of fulfilling its functions, including to:

- assess your application
- review your registration
- contact you about your child's registration

or for a secondary purpose related to one of the primary purposes.

In accordance with the *Education and Training Reform Act 2006* (ETR Act), details of students registered for home schooling are not made available to the public. However, in accordance with the ETR Act, the VRQA may disclose information collected to various prescribed persons and bodies. The information may also be disclosed where otherwise authorised or required by law.

Without this information we are unable to assess your application for registration for home schooling. You are able to request access to the personal information we hold about you, and request that it be corrected.

Please return this completed application form and all necessary attachments to:

Victorian Registration and Qualifications Authority
Home Schooling Officer
GPR Box 2317
MELBOURNE VIC 3001

or scan and email the application and attachments as JPEG or PDF to:

home.schooling@edumail.vic.gov.au

Part A – Applicant Information

1. Provide the full name(s) and contact details of parent/guardian(s) who will be responsible for the home schooling, referred to as the applicant(s)

		Applicant One (correspondence will be directed to this applicant)		Applicant Two (if applicable)		
1.1	Applicant details	Title (Mr/Mrs/etc.)				
		Family name				
		Given name(s)				
1.2	Contact details	Telephone				
		Email				
1.3	Residential Address	Street address				
		Suburb/town		Postcode		Postcode
1.4	Postal Address (N/A if same as above)	Street address				
		Suburb/town		Postcode		Postcode

Part B – Child Information

2. Provide the following information for each child to be home schooled. Use a separate application form for details of additional children.

		Child 1	Child 2	Child 3
2.1	Legal family name			
2.2	Legal given name(s)			
2.3	Date of birth (DD/MM/YYYY)			
2.4	Evidence of date of birth	<input type="checkbox"/> Attached	<input type="checkbox"/> Attached	<input type="checkbox"/> Attached
Acceptable evidence may include an Australian or overseas birth certificate or birth extract, passport, citizenship documents or Australian visa documents.				
2.5	Gender	<input type="checkbox"/> Female	<input type="checkbox"/> Female	<input type="checkbox"/> Female
		<input type="checkbox"/> Male	<input type="checkbox"/> Male	<input type="checkbox"/> Male
		<input type="checkbox"/> Self-described:	<input type="checkbox"/> Self-described:	<input type="checkbox"/> Self-described:
2.6	Describe the relationship(s) between the applicant(s) and the child			
2.7	Evidence that you have parental responsibility for the child.	<input type="checkbox"/> Attached	<input type="checkbox"/> Attached	<input type="checkbox"/> Attached

Acceptable evidence includes a copy of the birth certificate identifying the applicant(s) as parent(s) or a court order allocating parental responsibility to the applicant(s).

	Child 1	Child 2	Child 3
<p>2.8 Is the child the subject of a current order of a court or tribunal or a parenting plan that would affect your ability to home school your child?</p> <p>Note: any parent responsible for home schooling must disclose if there is any order of a court or a tribunal that restricts the ability of the parent applying to provide regular and efficient instruction. A court order may include a parenting order, an intervention order, or a child protection order (however described).</p>	<input type="checkbox"/> No, an order of a court or tribunal does not exist that prevents or restricts me/either of us from providing instruction in home schooling. <input type="checkbox"/> Yes, an order of a court or tribunal exists that prevents or restricts me/either of us from providing instruction in home schooling. Attach a copy of order or enforceable agreement.	<input type="checkbox"/> No, an order of a court or tribunal does not exist that prevents or restricts me/either of us from providing instruction in home schooling. <input type="checkbox"/> Yes, an order of a court or tribunal exists that prevents or restricts me/either of us from providing instruction in home schooling. Attach a copy of order or enforceable agreement.	<input type="checkbox"/> No, an order of a court or tribunal does not exist that prevents or restricts me/either of us from providing instruction in home schooling. <input type="checkbox"/> Yes, an order of a court or tribunal exists that prevents or restricts me/either of us from providing instruction in home schooling. Attach a copy of order or enforceable agreement.
<p>2.9 Is there equal shared parental responsibility (for example, under a parenting order or parenting plan)?</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes, attach evidence of consent of the other party.	<input type="checkbox"/> No <input type="checkbox"/> Yes, attach evidence of consent of the other party.	<input type="checkbox"/> No <input type="checkbox"/> Yes, attach evidence of consent of the other party.

Part C – Learning Information

<p>3.1 Where will most of the instruction take place?</p>	<input type="checkbox"/> Residential address of Applicant One	<input type="checkbox"/> Residential address of Applicant Two	<input type="checkbox"/> Other address:
<p>3.2 Confirm your understanding and acceptance of the responsibilities associated with home schooling.</p>	<p>The applicant(s) undertake that child/ren identified at Part B will receive regular and efficient instruction that:</p> <p>a) taken as a whole, will substantially address the following learning areas:</p> <ul style="list-style-type: none"> • English • Mathematics • Science (including physics, chemistry and biology) • Humanities and Social Sciences (including history, geography, economics, business, civics and citizenship) • The Arts • Languages • Health and Physical Education • Information and communication technology and design and technology. <p>b) will be consistent with the principles underlying the ETR Act, being the principles and practice of Australian democracy, including a commitment to:</p> <ul style="list-style-type: none"> • elected government • the rule of law • equal rights for all before the law • freedom of religion • freedom of speech and association • the values of openness and tolerance. <p><input type="checkbox"/> I/we understand and accept this responsibility.</p>		

3.3 **Attach** a learning plan for each child identified in Part B.

Each learning plan must be appropriate to the educational needs of the child and outline:

- the subject matter to be covered under each of the eight learning areas outlined in 3.2.a
- details of when and where instruction will take place
- the educational materials and resources proposed to be used in the instruction
- how you will record your child’s learning outcomes.

I/we have developed and attached a learning plan for each child identified in Part B that is suited to their educational needs.

	Child 1	Child 2	Child 3
<p>3.4 Provide the date from when you are applying to register the child for home schooling (DD/MM/YYYY). Please note: Registration cannot be backdated. The earliest a registration can commence is the date on which you are granted registration by the VRQA.</p>	<p>__ / __ / 20__</p>	<p>__ / __ / 20__</p>	<p>__ / __ / 20__</p>
<p>3.5 Are you seeking an exemption from delivering instruction in one or more of the eight learning areas outlined in 3.2.a for one or more of the children identified in Part B? Attach additional information if there is insufficient space in this form.</p>	<p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes, identify the learning area(s) in which instruction cannot be delivered and outline why it would be unreasonable to require the child to receive instruction:</p> <p>Learning area/s:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Outline why it would be unreasonable for your child to receive instruction in the learning area/s:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes, identify the learning area(s) in which instruction cannot be delivered and outline why it would be unreasonable to require the child to receive instruction:</p> <p>Learning area/s:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Outline why it would be unreasonable for your child to receive instruction in the learning area/s:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes, identify the learning area(s) in which instruction cannot be delivered and outline why it would be unreasonable to require the child to receive instruction:</p> <p>Learning area/s:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Outline why it would be unreasonable for your child to receive instruction in the learning area/s:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

3.6 Will you use a partial enrolment arrangement at a government school to deliver instruction in one or more of the eight learning areas for any child identified in Part B?

- No, go to Part D.
- Yes, provide the details for each child, including the name of the school and subject/s:

School:

Content to be covered at school:

- No, go to Part D.
- Yes, provide the details for each child, including the name of the school and subject/s:

School:

Content to be covered at school:

- No, go to Part D.
- Yes, provide the details for each child, including the name of the school and subject/s:

School:

Content to be covered at school:

3.7 Have already received agreement from a school principal to a partial enrolment arrangement?

- No
- Yes, **attach** evidence of this (e.g. the Notice of Intention to Partially Enrol a Student form).

- No
- Yes, **attach** evidence of this (e.g. the Notice of Intention to Partially Enrol a Student form).

- No
- Yes, **attach** evidence of this (e.g. the Notice of Intention to Partially Enrol a Student form).

Note: if your home schooling registration is approved, you will need to provide the principal with a copy of the official registration letter from the VRQA to finalise the arrangement.

Part D – Declaration

Please sign below to confirm that all information provided is correct and that you understand that the VRQA may need to contact the applicant(s) to request additional information, arrange a meeting or assess the application for home schooling. All applicants listed in Part A must complete and sign Part D.

	Applicant One	Applicant Two (if applicable)
Full name		
Date		
Signature		