General Enrolment at PBC
How to Apply

To submit your application:-

1. Print the three documents;

    a. General Enrolment Application form
    b. SRS Participation Agreement form
    c. Agreement Summary

2. Read and complete them.

3. Gather all required supporting documents.

    Documentation Check List:-

    ☐   General Enrolment Application form - completed

    ☐   SRS Participation Agreement form – completed

    ☐   Agreement Summary - completed

    ☐   Birth Certificate (to be sighted) *if you are submitting via email we will require a copy of the birth certificate however this will not be printed*

    ☐   Copies of Last 2 Semesters School reports

    ☐   Copy of Latest NAPLAN

    ☐   Current GCCC Rates/current registered rental agreement

    ☐   Current electricity account

    ☐   Current Drivers Licence

4. Scan all forms and documents and save as a **PDF** document – Surname (capitals), First Name (BLOGGS, Joe)

5. If your document is too large to send as one PDF, send two and name as follows

    – Surname (capitals), First Name Part 1
    – Surname (capitals), First Name Part 2

6. All documents must be PDF format.

7. Email to enrolments@pbc-shs.eq.edu.au

8. If you are unable to submit your application as above, please bring all your documentation as a hard copy (printed out) and lodge at Front Reception.

9. It is important to have all your documents photocopied prior to lodging as we are unable photocopy.