

Years 8 to 11 Selective Entry: Application Checklist

Every NSW selective high school runs its own Years 8 to 11 application. Use one copy of this checklist for each school you apply to, and check each school's enrolment page for its dates, fees and closing time.

School: _____ Entry year: _____

1. The steps

- ☐ 1. Read the school's enrolment page: whether it takes your child's entry year, how it selects, and whether it sets a test.
- ☐ 2. Make sure your family will be living in NSW by the start of the school year of entry.
- ☐ 3. Apply in the year before entry (a child in Year 8 applies for Year 9 entry), before the school's closing date and time. Late applications are not accepted.
- ☐ 4. Choose up to three schools. Send a separate application to each, and list the schools in the same order of preference on every form.
- ☐ 5. Use the form the school asks for: the NSW Department of Education's general form, or the school's own.
- ☐ 6. Register and pay for the test, where there is one: for the HAST, through the school; for the EduTest, with Edutest, separately for each school.
- ☐ 7. Lodge the application the way the school asks (its online form, in person or by post), and keep every receipt.
- ☐ 8. Sit the assessment, where the school sets one.
- ☐ 9. Prepare for an interview, where the school holds one.
- ☐ 10. Watch for the outcome: an offer, a place on the reserve list, or an unsuccessful result. An offer made by phone must be accepted or declined within 24 hours.
- ☐ 11. When you accept a place, provide identity documents and proof of your NSW address.

2. The documents most schools ask for

- ☐ A copy of your child's birth certificate, citizenship certificate or passport, and any visa or residency documents.
- ☐ Any extra form the school asks for, such as its own application form, a supplementary form or a questionnaire.
- ☐ Recent school reports. Many schools ask for the last two.
- ☐ Recent NAPLAN reports.
- ☐ Evidence of academic achievements, such as competition certificates and results.
- ☐ Evidence of extracurricular activities, such as sport, music, debating or volunteering.
- ☐ Test registration confirmations and fee receipts.
- ☐ Copies, not originals, unless the school asks to see an original.