

## Enrolment at Hazel Glen College

Dear Parents/Guardians

Given the site capacity of Hazel Glen College, the significant enrolment growth over the past four years and the introduction of additional secondary levels, the Department of Education has implemented a Designated Neighbourhood School boundary (DNS).

Guidelines around our Designated Neighbourhood School boundary require us to adhere to the following enrolment criteria, in the order stated, for assessing all applications:

### 1. Designated Neighbourhood School (DNS)

All students residing permanently in the Designated Neighbourhood School boundary (refer to the interactive map on our website).

### 2. Siblings

Students who reside permanently at the same address as a brother or sister attending Hazel Glen College.

### 3. Specific Curriculum Grounds

Students outside of the Designated Neighbourhood School boundary that choose Hazel Glen College as their preferred school must also complete and submit the accompanying Specific Curriculum Grounds form. The College will use this information to determine the success of your child's enrolment at Hazel Glen College. Parents are required to accurately state why the curriculum program at Hazel Glen College will specifically support their child's learning needs.

## Proof of Residence

In making enrolment determinations all applications under criteria 1 and 3 will require copies of both of the following documents as evidence of their permanent residential address:

- two current utilities bill; and
- current rates notice or lease agreement (of minimum 12months)

Documents are to be attached to the Proof of Residence form and returned directly to Hazel Glen College.

**What you should do now:**

- i. Provide **Proof of Residence** form and required attachments to Hazel Glen College (if no siblings at Hazel Glen College).
- ii. If you live outside the Designated Neighbourhood School boundary, you may complete and return the **Specific Curriculum Grounds** form.
- iii. Required form(s):
  - Proof of Residence;
  - Specific Curriculum Grounds.

Submit directly to Hazel Glen College, 115 Eminence Boulevard, Doreen, by hand or mail.

Please note, applicants under criteria 1 and 3 cannot be offered a place without the required residency evidence. Late applications under criteria 2 and 3 may be considered after those submitted on time.

Once again, thank you for your interest in Hazel Glen College. If you have any queries about our enrolment process please contact our Enrolment Registrar, Michelle Fitzsimmons, on 9717 7500 or by email at [mfitzsimmons@hazelglencollege.com](mailto:mfitzsimmons@hazelglencollege.com).

Yours sincerely



**Antony Stockwell**

Acting College Principal