Global Engagement

Department of Education International

Online students: Important Information for your Beginner Language Experience – Expression of Interest



Important information before you start:

Please Note:

- This is an **Expression of Interest** (EOI) application. Filling in the online EOI application does not automatically guarantee a position on the course.
- Courses run subject to sufficient EOI applications being received.

In this document you will find:

- Screenshots of the Online EOI Application Portal.
- Eligibility requirements.
- Privacy Statement.

Eligibility requirements:

Students must:

- Be an Australian citizen, permanent resident of Australia or a New Zealand citizen residing in Australia.
- Be a full-time Year 4, 5 or 6 student at a Queensland state school.
- Have an interest in learning another language.
- Have access to a stable internet connection, PC, laptop or tablet, headset or headphones (with microphone) and a webcam.
- Be available to participate in the program for five consecutive days during the April and/or September 2025 school holidays.
- Have **Parent/Guardian consent** to submit an Expression of Interest.
- Have a **letter of endorsement from a teacher** to submit an Expression of Interest (in the form of an email or written letter detailing behaviour and work habits).
- Submit an Expression of Interest by 5:00 pm on the closing date via the Online Application Portal.

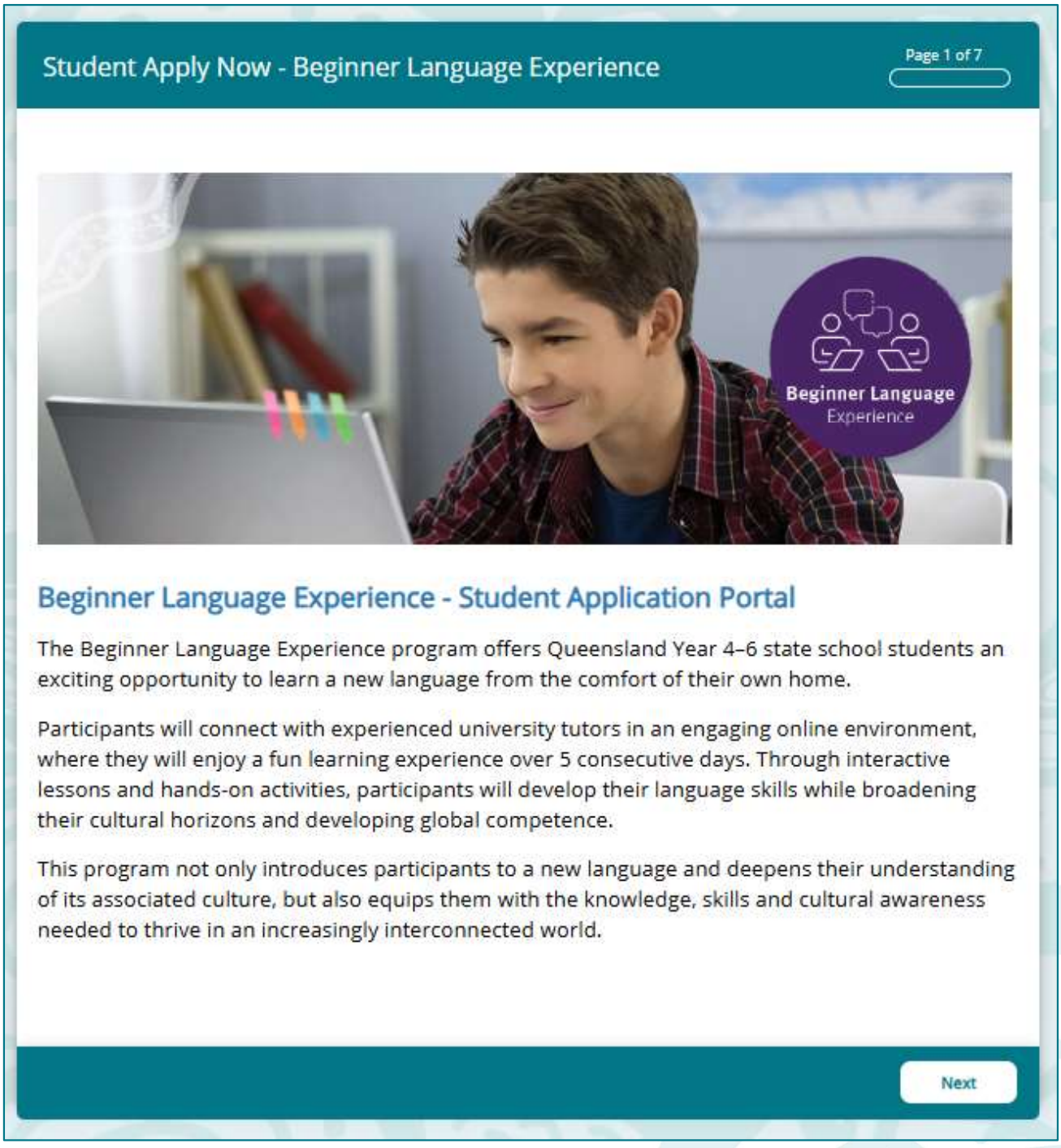
The Online Application Portal

Screen captures and the application questions

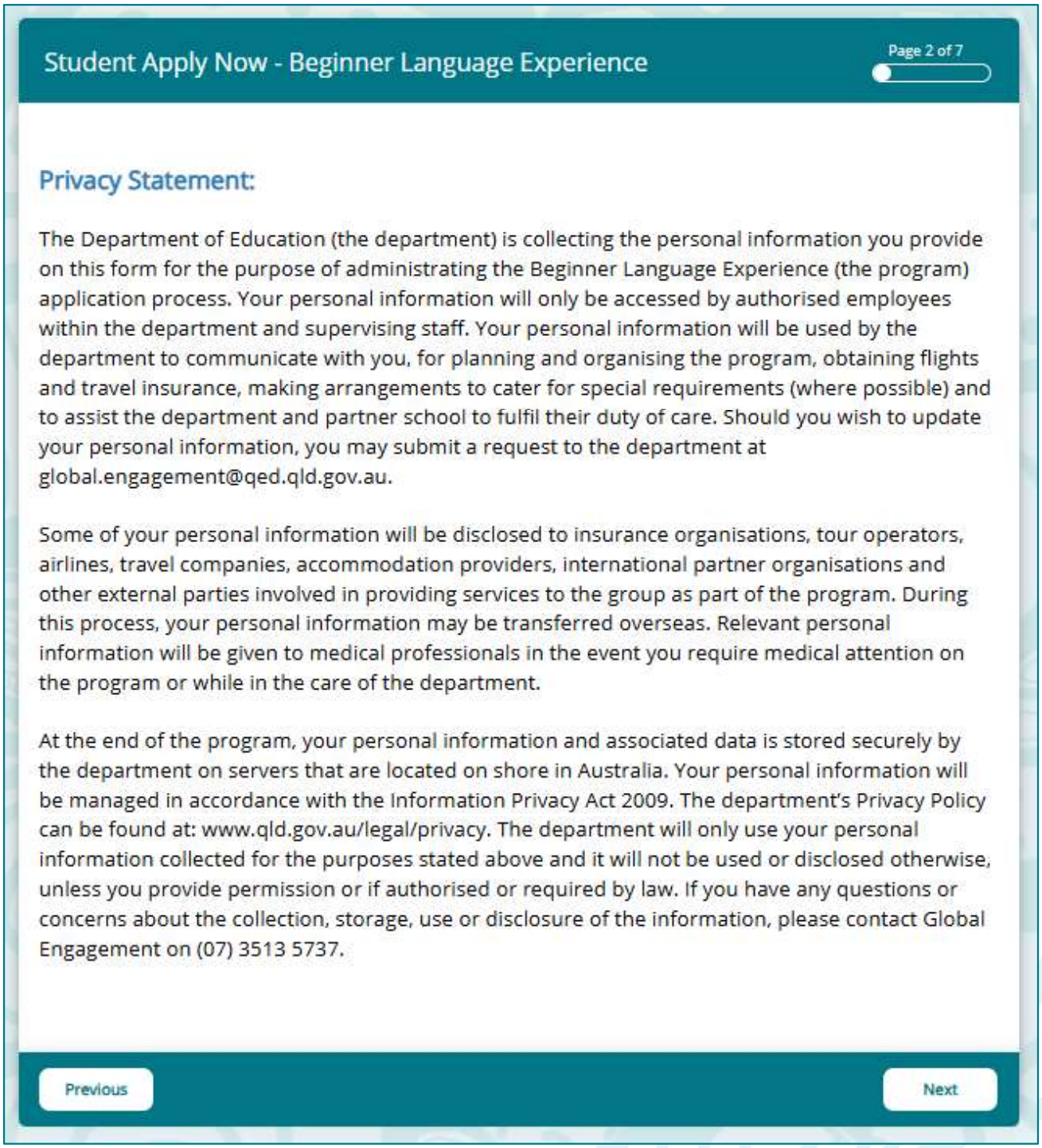
Important tips about the online application portal:

- Once you begin, you must complete the online application in one sitting.
- There is no option to save your progress and return later to finish the application.
- Once submitted, you will not be able to make any changes to your application.
- We advise you complete this application with the support of your parent(s)/guardian(s).

Online Application Portal–Page 1

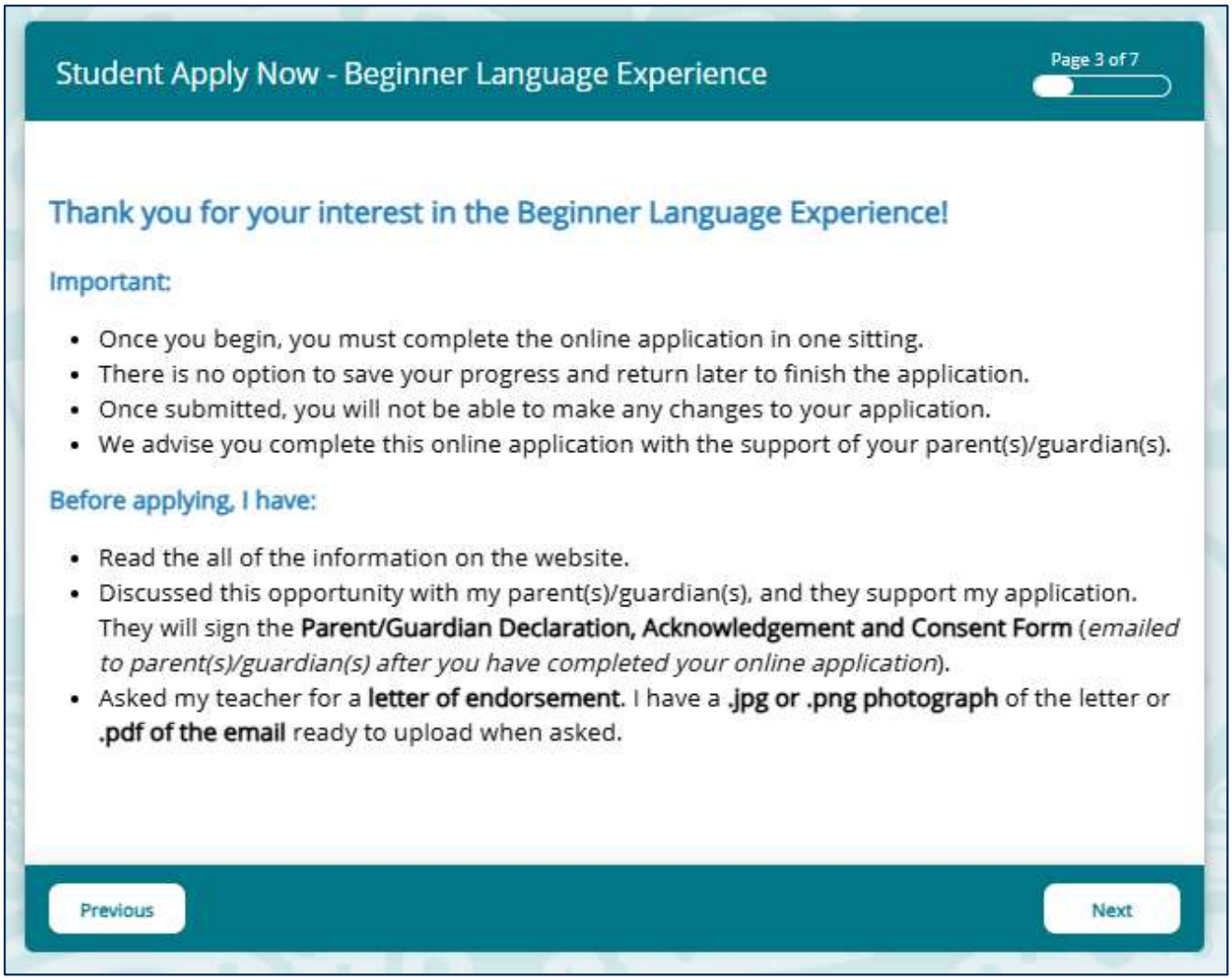


Online Application Portal–Page 2



- Department's Privacy Policy: https://www.qld.gov.au/legal/privacy

Online Application Portal–Page 3



Online Application Portal–Page 4



On this page, you will be asked to provide the following information:

Your student details (*as per your passport or birth certificate*)**:**

- *First name*
- *Last name*
- *What is your date of birth?*
- *Gender: How do you identify?*
- *Do you identify as Aboriginal or Torres Strait Islander?*
- *What is your residential post code?*
- *What is your email address? (You must use your school email address)*
- *Do you learn a language at school? (Yes or No)*
    - *If yes, please tell us the language/s you learn at school.*
- *Two languages will be on offer for his program (this information will be updated on the application portal accordingly)*
- *How did you find out about this program?*
- *Have you participated in a Global Engagement program before?*

Online Application Portal–Page 5

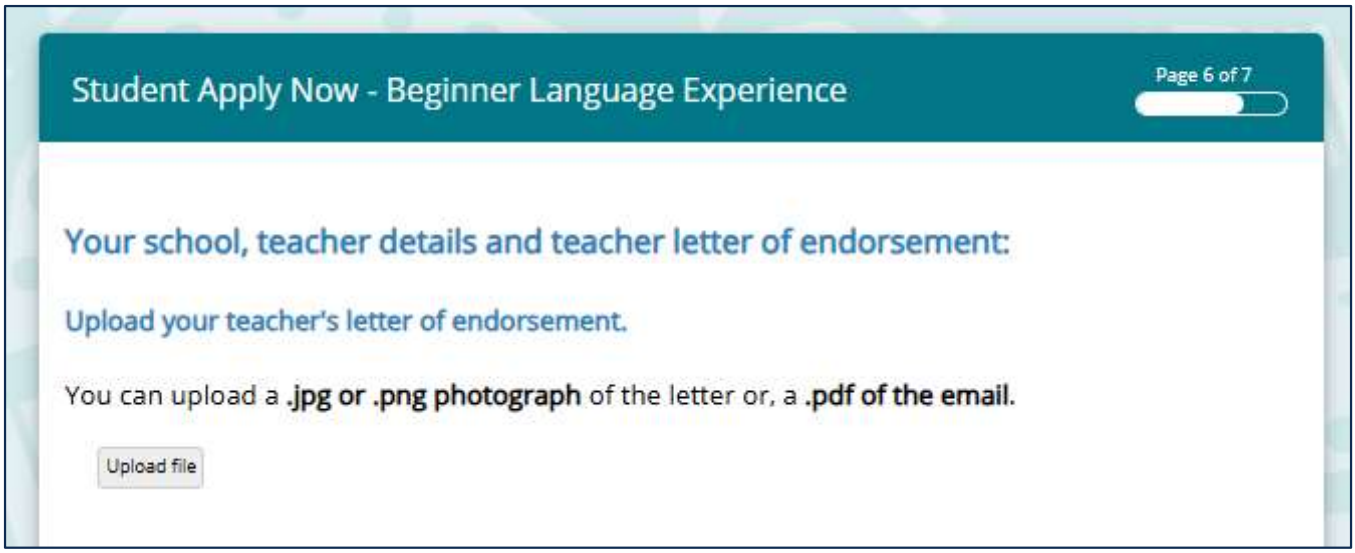


On this page, you will be asked to provide the following information:

Parent/Guardian 1 details:

- *Parent/guardian 1 full name*
- *Parent/guardian 1 relationship to student*
- *Parent/guardian 1 mobile phone*
- *Parent/guardian 1 email address*
- *Parent/guardian 1 residential post code*

Online Application Portal–Page 6

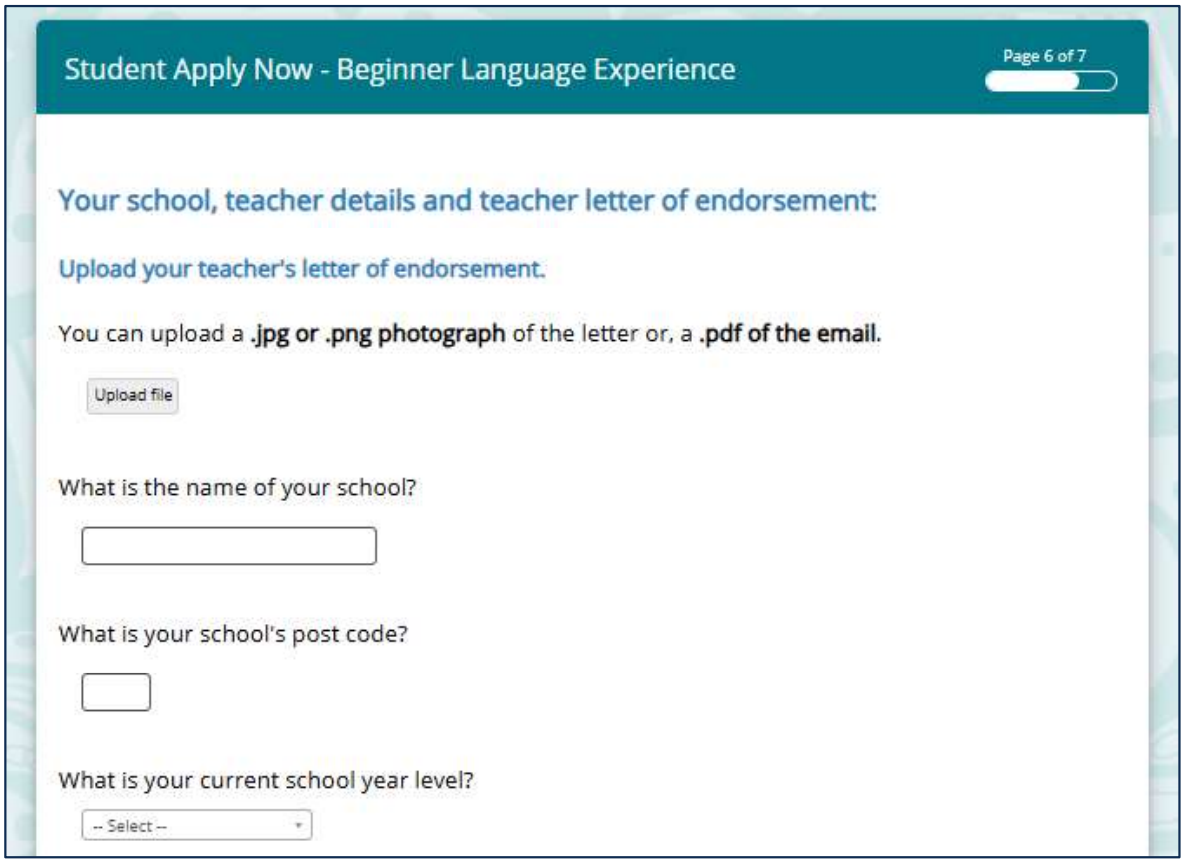


On this page, you will be asked to upload a copy of your **letter of endorsement from a teacher**.

There are several options to upload the letter:

- You can take a photograph of the signed letter and upload the .jpeg or .png image.
- You can save your teacher's email as a .pdf and upload the file.

Online Application Portal–Page 6

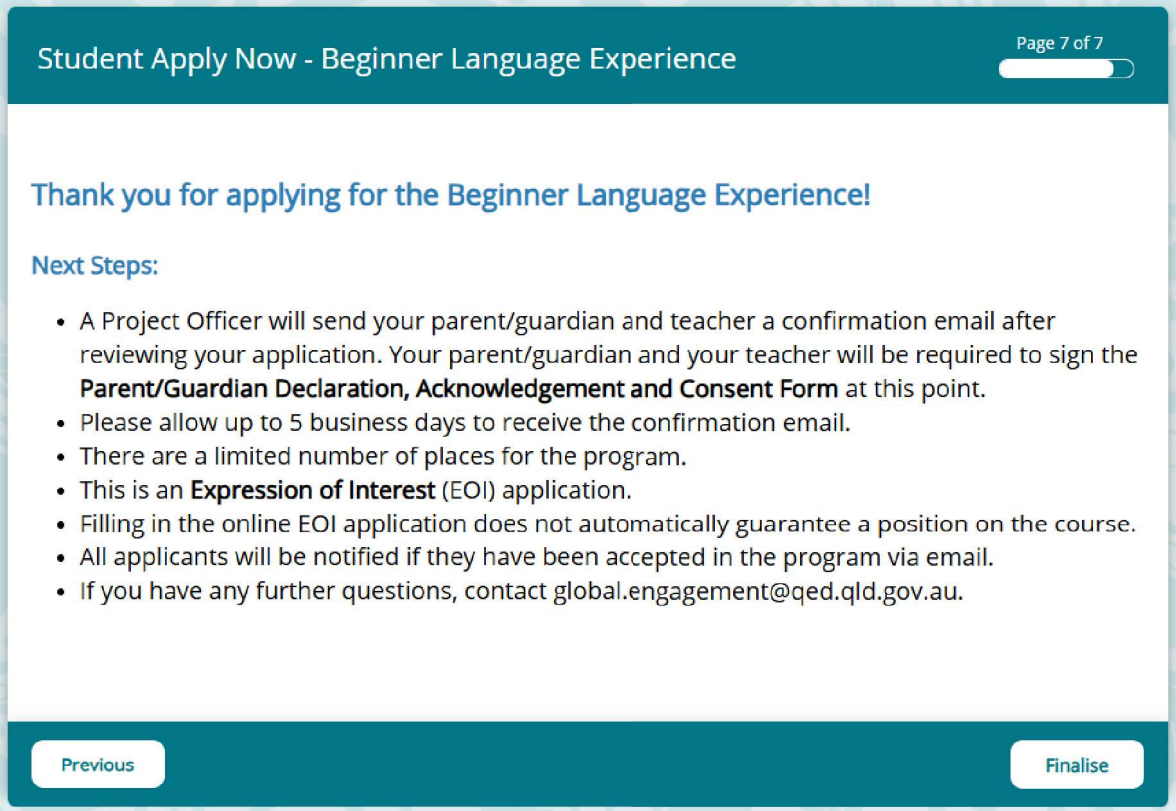


After you have uploaded the **teacher letter of endorsement**, you will be asked to provide the following information:

Your school and teacher details:

- *What is the name of your school?*
- *What is your school's post code?*
- *What is your current school year level?*
- *What is your teacher's name?*
- *What is your teacher's email address?*

Online Application Portal–Page 7



The information on page 7 reads:

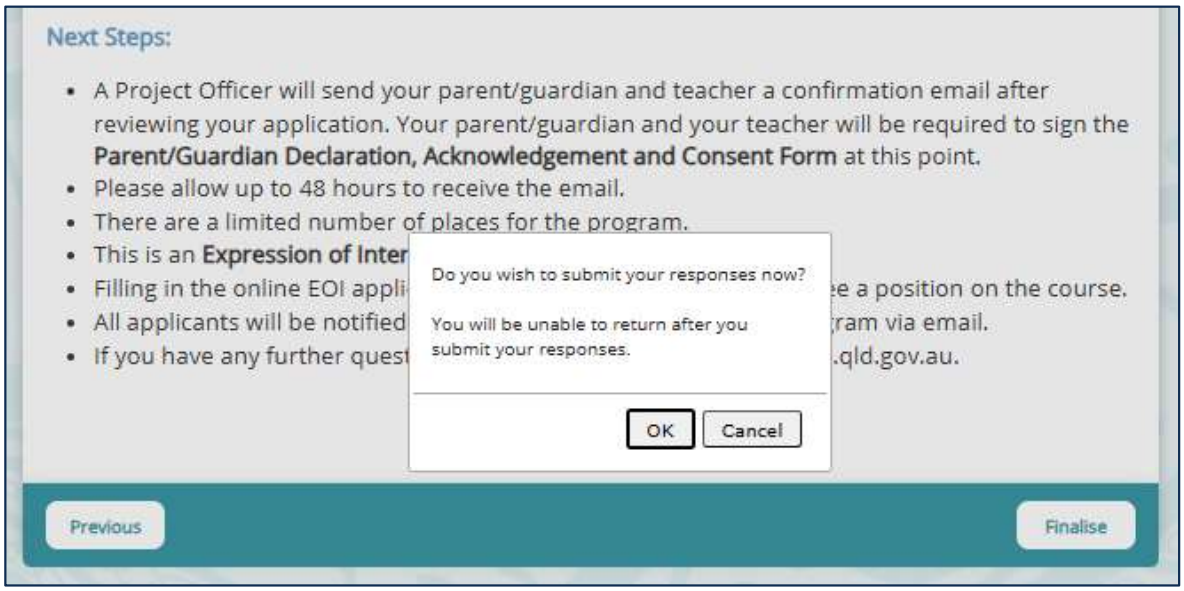
Next Steps:

- A Project Officer will send your parent/guardian and teacher a confirmation email after reviewing your application. Your parent/guardian and your teacher will be required to sign the **Parent/Guardian Declaration, Acknowledgement and Consent Form** at this point.
- Please allow up to 5 business days to receive the confirmation email.
- There are a limited number of places for the program.
- This is an **Expression of Interest** (EOI) application.
- Filling in the online EOI application does not automatically guarantee a position on the course.

- All applicants will be notified if they have been accepted in the program via email.
- If you have any further questions, contact global.engagement@qed.qld.gov.au.

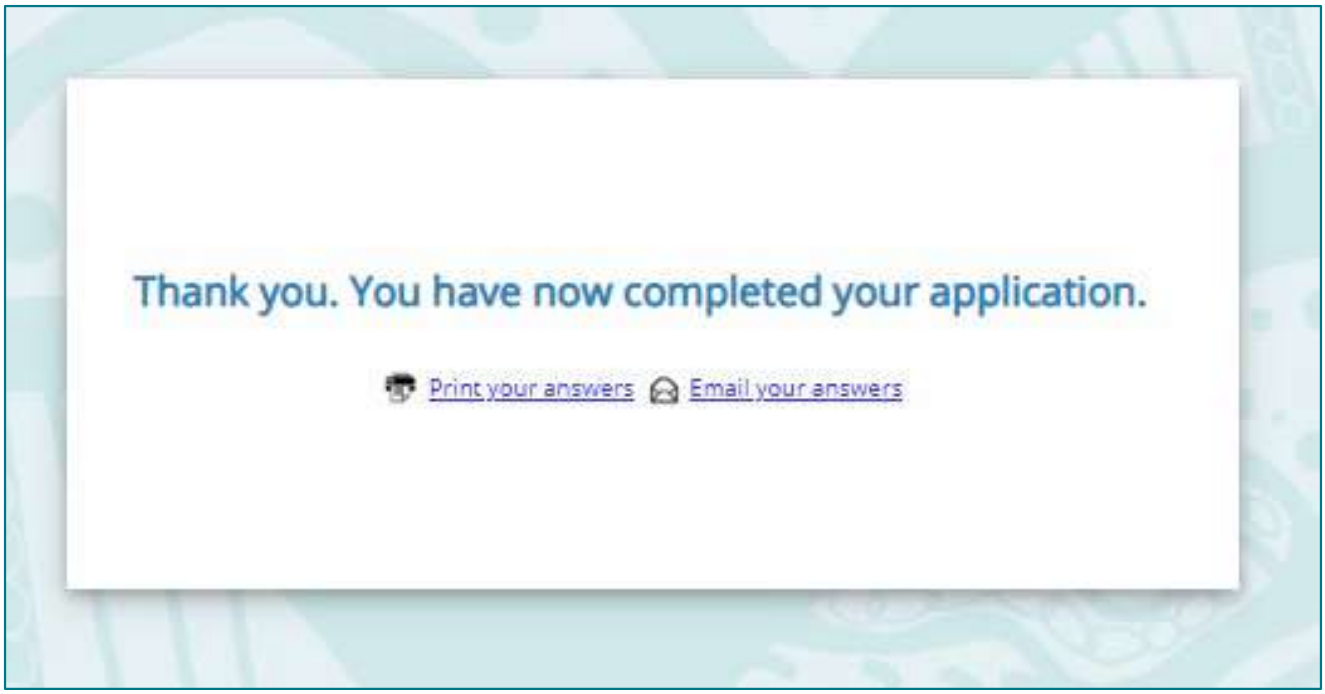
Note: When you click the ‘Finalise’ button, a message will pop up. It states:

- *Do you wish to submit your responses now?*
- *You will be unable to return after you submit your responses.*



You can click ‘**OK**’ to complete your application, or click ‘**Cancel**’ and use the ‘**Previous**’ button to navigate to other pages.

Online Application Portal–Exit page



On the exit screen page, you will receive a message that reads:

'*Thank you. You have now completed your application.*'

You will also have the option to:

- *Print your answers, or*
- *Email your answers.*

You should **save your application to your device**.

This is the end of the **'Important Information for your Beginner Language Experience – Expression of Interest Form'** document.

Please contact us if you require any further information or assistance with completing your online application.

Global Engagement
Department of Education International
Phone: (07) 3513 5737
Email: global.engagement@qed.qld.gov.au