

Cessnock Community of Great Public Schools

(Abermain, Bellbird, Cessnock, Cessnock East, Cessnock West, Congewai, Ellalong, Kearsley, Kitchener, Laguna, Millfield, Nulkaba and Paxton).

How to enrol: A step by step guide

Step 1:

Go to the google chrome icon on your home screen



Step 2:

Type in the name of your local zoned school

Step 3:

Click the enrolment tab

Step 4:

Click the apply online hyperlink

Step 5:

Scroll to the bottom of your screen and fill out your details

Step 6:

Click the apply to enrol tab

How to enrol

Apply online [🔗](#). If you are an Australian or New Zealand citizen or permanent resident you are eligible to complete the **online enrolment application** [🔗](#). You will then need to finalise the application at the school.



Step 7:

Scroll to the bottom of the page, click agree to the privacy agreement and press continue.

Get started with your application

We use these details to verify the student you are applying for lives within the school's intake area.

Enrolling for

Student's residential address

Enrolling for

Student's residential address

This student is within this school's local area. Press **Apply to Enrol** to continue.

Please confirm you accept this Privacy Agreement

If you do not agree, you will not be able to proceed with the online enrolment process. Don't worry, you can still use existing enrolment processes to apply. You can find out more on our [going to a public school website](#).

I agree to the Privacy Agreement



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Step 8:

Enter a valid email address and click the I'm not a robot icon

Use your email address to begin
Entering your email address will allow you to start the application, save it and come back later

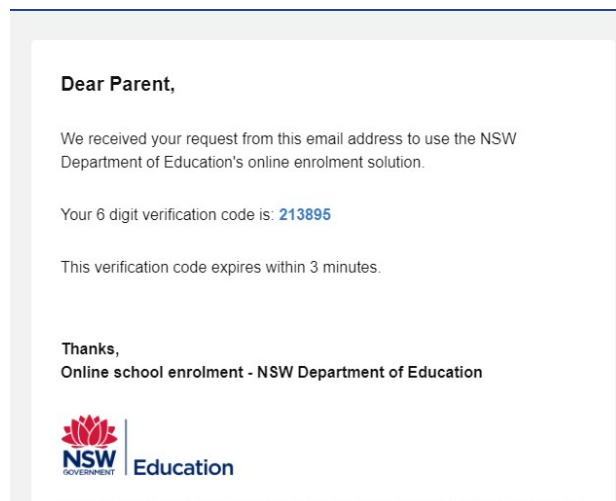
Email address

I'm not a robot 

Continue

Step 9:

It will then send you an email with a verification code



Step 10:

Enter the verification code

Verification code

Verify

Step 11:

You will now be at your enrolment page.

Student details

Please provide accurate details of the student applying to enrol. This information is used to help the school best cater for the educational needs of the student.

1 Student details

2 Medical details

3 Learning & support

4 Risk assessment

5 Siblings

6 Parents/carers

7 Emergency contacts

8 Additional information

9 Permissions

10 Supporting documents

11 Review

*Student residential address
This is the address we will use to correspond with you about the student.

35 HOLWELL CCT, RAYMOND TERRACE, NSW, 2324, Australia

Use a different postal address

*Student's first name
Enter first name

As it is shown on the birth certificate

Student's middle name
Enter middle name

*Student's family name
Enter family name

As it is shown on the birth certificate

IF YOU HAVE ANY TROUBLE ENROLLING ONLINE PLEASE CONTACT THE OFFICE STAFF AT YOUR LOCALLY ZONED SCHOOL.