



Application Guide

USA DOMESTIC STUDENTS



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STEP 1

Before you start your application

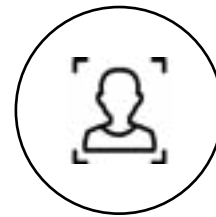
THE APPLICATION FORM

In your application, we will ask you for key information including your personal details, emergency contact and home address. It also asks what course you desire to study with us, your education and work history and your Christian life details. There are questions regarding your medical history and financial savings. The application finishes with a request for a testimony (approx. 300 words) including your salvation and involvement in church.



COPY OF PASSPORT OR DRIVER LICENSE

Please make sure that you provide a photocopy of a passport or driver license that will be valid for at least the first year of your studies.



COLOUR PHOTOGRAPH OF YOURSELF

Please attach a current colour photograph of yourself. This can be a portrait style headshot or a clear selfie from your mobile phone.

STEP 2

Complete and submit your application

When applying to study with us at Hillsong College, you must complete the online application form. You can find the application form [here](#).

Once you have completed all the sections on the application, you will receive an email from your personal Case Manager from the Admissions Team within the next 3-5 business days regarding your next steps. If you have not yet submitted all of the required documents, you can email them to admissions@hillsong.com.

STEP 3

Provide official documents

Official documents checklist

- A. Online Pastoral Reference Form
 - B. Accept Declaration of Financial Capacity
 - C. Medical Letter
 - D. Transcripts
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Once you have submitted your application you will have ongoing communication with the Admissions Team and your personal Case Manager. During this communication you will be asked to please provide specific documentation that is necessary before we are able to process your application.

A. Online Pastoral Reference Form

All our applicants must provide an Online Pastoral Reference Form completed by a leader or a pastor.

Here are important things to consider:

- Within your application you will be asked to provide us with your leader's or pastor's full name and email address. Once you submit your application form, the Online Pastoral Reference form will automatically be sent out to your pastor/ leader. The pastor/ leader will click on the link sent to their email in order to complete your Online Pastoral Reference form, once completed we will receive your reference back automatically to process.
- It is an entry requirement that you have been planted and serving at your current church for a minimum of 12 months. Therefore your Online Pastoral Reference form needs to reflect the past 12 months of your current church involvement. If you have been part of two different churches in the past 12 months, please provide your case manager with your other leader's/ pastor's full name and email address for us to send a second Online Pastoral Reference form to them.
- If a leader is completing your Online Pastoral Reference form, then the leader will need to have your reference form co-signed by a pastor from your current church, this step is completed within the link as well.
- If your pastor is a relative, please rather provide us with your leader's full name and email address within your application form so that the leader can complete your reference for you, and it can be co-signed by the pastor who is a relative.

B. Accept Declaration of Financial Capacity

As part of our application process, we ask that you read and accept our Declaration of Financial Capacity to ensure you understand the financial costs that will be required when you start at Hillsong College. This is so we can ensure you are set up for a win and have a smooth transition into your first semester of College. These savings include funds for first semester tuition, flights, accommodation and living expenses.

C. Medical Letter

If you have a history of, or are currently experiencing, physical or mental illness we will ask you to provide us with a doctor's note. This is what needs to be outlined in the doctor's note:

- Explanation of your condition.
- Mention any current medication.
- Recommendation in terms of whether the applicant will or will not be likely able to complete their course including their study, serving and Conference responsibilities.

Once you have submitted all required documents, your Case Manager will put your application forward to be processed by our Student Liaison Team. You can expect to hear from us regarding your next steps within 3-5 business days. If there is any further information we require, it will be requested at this time.

STEP 4

Receive and sign offer of place

Upon approval of your application, you will be sent an email with instructions for how to view and sign your Offer of Place to study with us at Hillsong College.

STEP 5

Pay initial fees

As soon as your Offer of Place is signed, you will automatically be invoiced the first instalment of your **first semester tuition fee** (fee varies depending on stream). Once the payment has been received, we will send you a confirmation and let you know the next steps.

STEP 6

Complete background check

Shortly after you have secured your place with us, you will receive an email from the Hillsong College USA Campus Manager with a link to complete a background check, as this is standard protocol for all volunteers serving at Hillsong Phoenix.

STEP 7

Arrange accommodation and flights

ACCOMMODATION

The Accommodation Application opens approximately three months before enrollment of each semester. All applicants who have paid their initial tuition payment will be sent an email with the Accommodation Application as soon as it is open.

Once you apply, you will be placed on our list to provide housing for. As the semester start date closes in, you will be sent additional arrival information to help you create the best transition during your move to Phoenix.

It is recommended that students have a car to drive between home and class/church. Many students do carpool. If you fly in and require airport pick up, the Accommodation team will be able to suggest the best airport shuttle in your arrival information.

General FAQs and Housing Information can be found [here](#).

FLIGHTS

Please DO NOT purchase your flights before you have paid your initial fees and been sent information about enrollment.

STEP 8

Stay connected

Stay connected with everything that is happening at Hillsong College by following us on social media!



facebook.com/hillsongcollege



@hillsongcollege



@hillsongcollege



linkedin.com/school/hillsongcollege



youtube.com/c/hillsongcollegeglobal

Around two months before enrollment you will receive an invitation to a Facebook Group for your specific intake and campus so that you can start connecting with your future peers!

STEP 9

Arrive on campus

When you arrive on campus, you will be met by our team at the "Welcome Lounge"! This team consist of current students and staff that will show you around, help you set up a bank account and be available to answer any questions you may have!

If you have arranged College Housing, we will then have a team of students and staff to help you sign your Accommodation contract and receive your new apartment keys!

STEP 10

Attend enrollment week

A few months before enrollment you will receive all of the information you need for enrollment and orientation week. This will be a fun week of important events including evaluation for our Worship Music students, as well as orientation where all new students get to meet the college staff and pastors. And of course - this is the time you will be enrolling into your course in person!

We at Hillsong College cannot wait to meet you!

Contact Us

Website

hillsong.com/college

Call us

Future Students

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(MON - FRI | 9am - 5pm AEDT)

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Hillsong College LLC

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RTO Code: 1340

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