

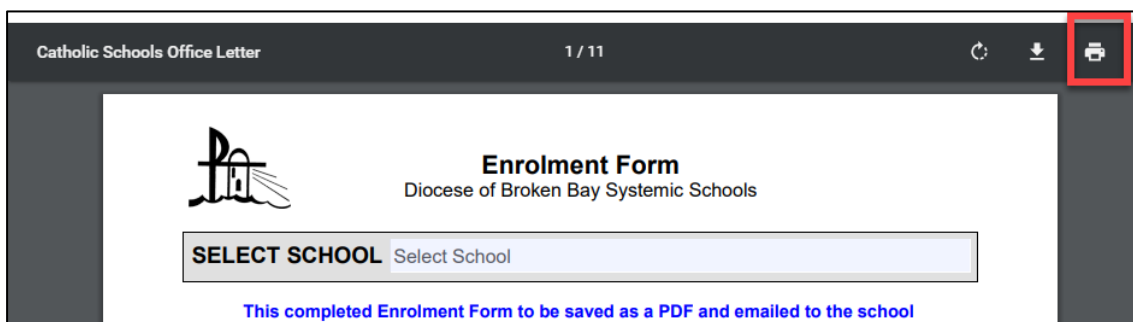
Troubleshooting – Enrolment Form

Windows

Some web browsers, particularly the **Google Chrome** browser, may open all PDF files in a new browser window. Should this happen, in order to save, the easiest option is to Print the document to a new PDF.

To save your PDF

1. **Hover at the top of your screen** until you see the menu pull down.
2. Click the **Print icon**.



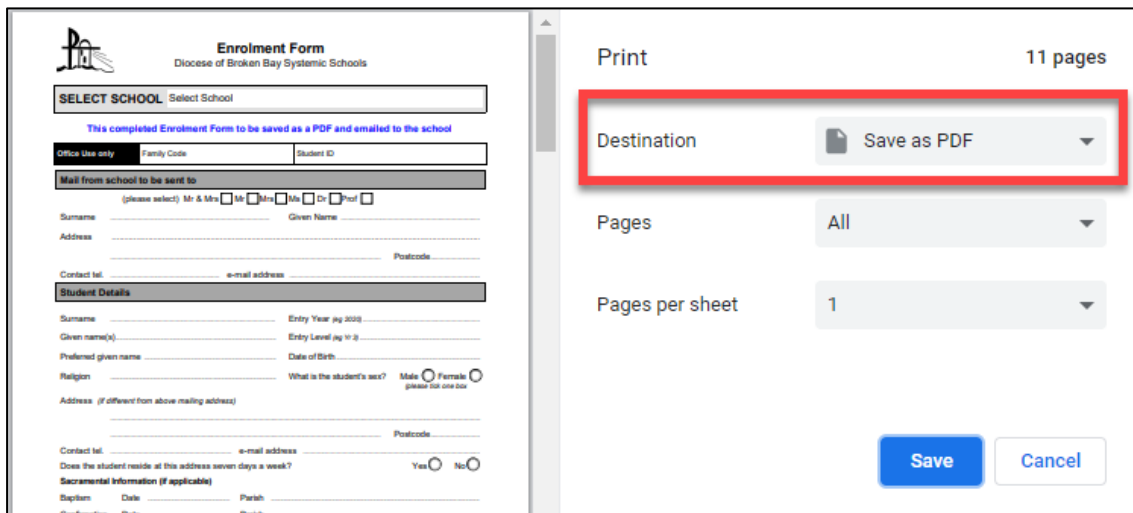
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Enrolment Form
Diocese of Broken Bay Systemic Schools

SELECT SCHOOL Select School

This completed Enrolment Form to be saved as a PDF and emailed to the school

3. Select the option **Save as PDF**.
4. Click **Save**.



Enrolment Form
Diocese of Broken Bay Systemic Schools

SELECT SCHOOL Select School

This completed Enrolment Form to be saved as a PDF and emailed to the school

Office Use only Family Code Student ID

Mail from school to be sent to

(please select) Mr & Mrs Ms Mx Mr Dr Prof

Surname _____ Given Name _____

Address _____ Postcode _____

Contact tel. _____ e-mail address _____

Student Details

Surname _____ Entry Year (eg 2009) _____

Given name(s) _____ Entry Level (eg Yr 2) _____

Preferred given name _____ Date of Birth _____

Religion _____ What is the student's sex? Male Female
please tick one box

Address (if different from above mailing address) _____ Postcode _____

Contact tel. _____ e-mail address _____

Does the student reside at this address seven days a week? Yes No

Sacramental Information (if applicable)

Baptism Date _____ Parish _____

Confirmation Date _____ Parish _____

Print 11 pages

Destination

Pages All

Pages per sheet 1

Save Cancel

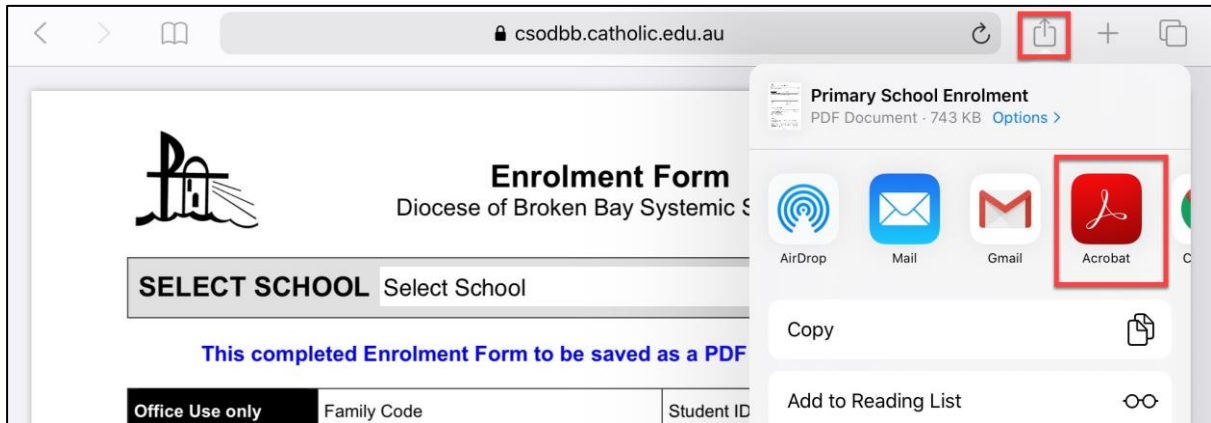
5. Provide a file **name** and file **location**.
6. Click **Save**.

Your completed enrolment form will be saved in the location you have selected.

iPad

To edit this document on an iPad, you will need to have the **Adobe Acrobat Reader app** installed.

Once you have downloaded the file, click the **Share** icon and select the **Acrobat** application to open the PDF with.



MacBook

If you have downloaded the form onto a MacBook and filled it in, in order to share, click the **Share** icon and select the **Mail** application to email the completed PDF.

