

Enrolment Form

QUALIFICATION CODE		COURSE NAME	
OFFICE USE ONLY - Training Commencement Date	/ /	<input type="checkbox"/> ID Sighted <input type="checkbox"/> Axcelerate ID:	Funding Type:

PERSONAL DETAILS

Title Mr Mrs Ms Miss Other

Family Name

First Name

Middle Name I do not have a middle name (please tick)

Previous Name/s I do not have a previous name (please tick)

Date of Birth / / Gender Male Female Other

Are you a concession card holder? Yes No *If yes, which concession*

CONTACT DETAILS

Home Phone Work Phone Mobile Phone

Email

Alternative Email

Home Address *Building/property name*
Flat/Unit details
Street Number *Street Name*

Suburb State Postcode

Country

Postal Address *Building/property name*
Flat/Unit details
Street Number *Street Name*

Suburb State Postcode

Country

CULTURAL DIVERSITY & CITIZENSHIP

Are you of Aboriginal or Torres Strait Islander origin? *(Tick all that apply)*

Aboriginal Torres Strait Islander None of these

Where you born in Australia? Yes No *If no, in which country were you born?*

City of Birth

What is your citizenship status? *Please select one of the below*

Australian Citizen Temporary Resident Visa New Zealand Citizen Australia Permanent Resident

Student Visa Visitor's Visa Other

EMPLOYMENT

What is your current employment status? *Please select one of the below*

Full time employee Part time employee Self employed – not employing others

Self-employed – employing others Employed – unpaid worker in a family business Unemployed – seeking full-time work

Unemployed–seeking part-time work Not employed – not seeking employment

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LANGUAGE

Do you speak a language other than English at home?

No Yes

If yes, please specify

SCHOOLING

Are you currently attending school?

Yes No

If yes, you are currently in year

at (school full name)

If no, what is your highest completed school level?

If no, what year did you leave school?

What is your LUI (Learning Unique Identifier)?

DISABILITY

Do you consider yourself having a disability, impairment or long term condition?

Yes (Tick all that apply) No

Hearing/Deaf Learning Visual Impairment Physical Mental Illness Medical Condition

Intellectual Acquired Brain Impairment Other

PREVIOUS QUALIFICATIONS ACHIEVED

Have you successfully completed any of the following qualifications? Yes No

Bachelor degree or higher degree Advanced diploma or associate diploma Diploma or associate diploma
 Certificate IV (or advanced certificate/technician) Certificate III (or trade certificate) Certificate II
 Certificate I Other education (including certificates or overseas qualifications not listed above)

STUDY REASON

What is your main reason for enrolling in this program?

To get a job To start my own business To get a better job or promotion
 I wanted extra skills for my job For personal interest or self-development To develop my existing business
 To try for a different career It was a requirement of my job To get into another course of study
 To get skills for community/voluntary work Other

UNIQUE STUDENT IDENTIFIER (USI) /PROOF OF IDENTIFICATION

From 1 January 2015, PPS College/Gold Coast Trades College/Flagstone Trades College are unable to issue you with a nationally recognised VET qualification or statement of attainment when you complete your course if you do not have a Unique Student Identifier (USI). If you have not yet obtained a USI you can apply for it directly at <http://www.usi.gov.au/create-your-usi/> Please note that if you would like to specify your gender as 'other' you will need to contact the USI Office for assistance.

Enter your Unique Student Identifier (USI) (if you already have one)

EMERGENCY CONTACT

Contact Name

Contact Phone Number

Relationship

PERMISSION TO PUBLISH YOUR WORK OR IMAGES (Please refer to the Student Handbook for more information on what may be done with videos and images.)

Do you give permission for video or photographic images of you/your work to be taken and published?

Yes No

HOW DID YOU HEAR ABOUT US?

PPS Staff PPS Website Friend Family School Career Expo Job Agency Apprenticeship Centre Print/Advert
 Facebook Instagram Google+ LinkedIn
 Cold Call Other

Enrolment Form

Please rate yourself on a scale of 1-5 in the following areas (1 is low and 5 is high)

	Low	→			High
My ability to organise my time and resources	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
My ability to read English	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
My ability to write English	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
My ability to speak English	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
My numeracy/mathematics skills	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
Do you need assistance because of language, literacy or numeracy issues?	<input type="checkbox"/> Yes <input type="checkbox"/> No				
If yes, please describe:	<input type="text"/>				

PLEASE READ CAREFULLY AND SIGN THE PRIVACY STATEMENT AND STUDENT DECLARATION

Privacy Notice

Under the *Data Provision Requirements 2012*, PPS College/Gold Coast Trades College/Flagstone College (PPS/GCTC/FTC) is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

Your personal information (including the personal information contained on this enrolment form and your training activity data) may be used or disclosed by PPS/GCTC/FTC for statistical, administrative, regulatory and research purposes. PPS/GCTC/FTC may disclose your personal information for these purposes to third parties, including:

- School – if you are a secondary student undertaking VET, including a school-based apprenticeship or traineeship;
- Employer – if you are enrolled in training paid by your employer;
- Commonwealth and State or Territory government departments and authorised agencies;
- NCVER;
- Organisations conducting student surveys; and
- Researchers.

Personal information disclosed to NCVER may be used or disclosed for the following purposes:

- populating authenticated VET transcripts;
- facilitating statistics and research relating to education, including surveys and data linkage;
- pre-populating RTO student enrolment forms;
- understanding how the VET market operates, for policy, workforce planning and consumer information; and
- administering VET, including program administration, regulation, monitoring and evaluation.

You may receive a student survey which may be administered by a government department or NCVER employee, agent or third party contractor or other authorised agencies. Please note you may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the *Privacy Act 1988* (Cth), the National VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at www.ncver.edu.au).

Student Declaration and Consent

- I declare that the information I have provided to the best of my knowledge is true and correct.
- I consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice above.
- I have received a copy of the PPS/GCTC/FTC Student Handbook. I acknowledge it is my responsibility to read, understand and follow the terms and conditions it sets out. I understand this does not cancel my rights as applicable according to state and/or federal law.
- By signing this document, I give permission for PPS/GCTC/FTC to access my Unique Student Identifier for the purpose of my training and if I do not have a USI, I authorise PPS/GCTC/FTC to apply, pursuant to sub-section 9(2) of the Student Identifiers Act 2014, for a USI on my behalf

STUDENT SIGNATURE [or electronic acknowledgement] [DATE]

PARENT/GUARDIAN SIGNATURE [or electronic acknowledgment] * [DATE]

*Parental/guardian consent is required for all students under the age of 18.

