Enrolment Form

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| --- |
| 1. PERSONAL DETAILS |
| Surname: Click here to enter text. |  | Title:[ ] Mr [ ]  Mrs [ ]  Miss [ ]  Ms |
| Given Names: Click here to enter text. |  | Date of Birth: | Click here to enter a date. | Gender:[ ]  Male [ ]  Female |

## 2. CONTACT DETAILS

Address: Click here to enter text.

Suburb/Town: Click here to enter text. State: Click here to enter text. Post Code: Click here to enter text.

Home Phone: Click here to enter text. **j** Mobile: Click here to enter text.

Email: Click here to enter text.Re-Enter Email:Click here to enter text.

## 3. COUNTRY OF BIRTH & CITIZENSHIP

In which country were you born? [ ]  Australia [ ]  Other – please specify: Click here to enter text.

Are you an Australian Citizen? [ ]  Yes [ ]  No

## 4. Proficiency in English

#### Main language spoken at home? Click here to enter text.

#### Proficiency in spoken English [ ]  Very Well [ ]  Well [ ]  Not Well [ ]  Not at All

## 5. Aboriginality

Are you of Aboriginal or Torres Strait Islander origin? (For persons of both Aboriginal & Torres Strait Islander origin, mark both ‘Yes’ boxes)

[ ]  No [ ]  Yes, Aboriginal [ ]  Yes, Torres Strait Islander

## 6. Disability

Do you consider yourself to have a disability, impairment or long-term condition? [ ]  No [ ]  Yes

If YES, then please indicate the areas of disability, impairment or long term condition: (You may indicate more than one area)

Choose an item.

If YES, do you require assistance because of the disability? [ ]  No [ ]  Yes - please specify: Click here to enter text.

## 7. EMPLOYMENT STATUS

###### Which of the categories BEST describes your current employment status?

Choose an item.

If employed, who is your employer? Click here to enter text.

## 8. SCHOOLING

What is your highest COMPLETED school level?

Choose an item.

###### In what year did you complete that school level (e.g. 2007): Click here to enter text.

###### Are you still attending secondary school? [ ]  No [ ]  Yes School Name: Click here to enter text.

## 9. PRIOR QUALIFICATIONS

Since leaving school have you successfully COMPLETED any of the following qualifications? [ ]  Yes [ ]  No

[ ]  Bachelor Degree or Higher Degree

[ ]  Advanced Diploma or Associate Degree

[ ]  Diploma (or Associate Diploma)

[ ]  Certificate IV (or Advanced Certificate/Technician)

[ ]  Certificate III (or Trade Certificate)

[ ]  Certificate II

[ ]  Certificate I

[ ]  Certificates other than the above

## 10. STUDY REASON

Of the following categories, which BEST describes your main reason for undertaking this course / Australian Apprenticeship?(Tick **ONE** box only)

Choose an item.

## 11. COURSE DETAILS

Course Name:

[ ]  RSA Full Course [ ]  GCO

[ ]  RSA Refresher [ ]  RSA & RCG Combo

[ ]  RCG [ ]  RCG & GCO Combo

[ ]  Food Safety Supervisor [ ]  Health and Hygiene

[ ]  First Aid

If you are completing your training via a face to face course please indicate your training date: Click here to enter text.

## 12. Unique student identifier (usi)

**It is a requirement that all students MUST have a Unique Student Identifier.**

A Unique Student Identifier (USI) is a reference number made up of numbers and letters that give students access to their USI account. A USI will allow an individual’s USI account to be linked to the National Vocational Education and Training (VET) Data Collection allowing an individual to see all of their training results from all providers including all completed training units and qualifications. The USI will make it easier for students to find and allocate their VET achievements into a single authenticated transcript. It will also ensure that students’ VET records are not lost.

If you already have a USI please enter your reference number here Click here to enter text.

Students can apply directly through the website at www.usi.gov.au or ACCESS can do this on your behalf. If you wish for ACCESS to do this on your behalf please provide a copy your ID and tick the box below.

I agree to ACCESS applying for my USI on my behalf [ ]

Drivers License Number: Click here to enter text. Issuing State: Click here to enter text.

**NO USI = NO CERTIFICATE**

## 13. Student Declaration

Prior to enrolment I was informed about training, assessment and support services and about my rights and obligations. I have been provided with the information on access to the online Student Handbook and advised further information is available through Access Recognised Training’s website [www.accessrt.edu.au](http://www.accessrt.edu.au)

I understand the information requested in this form (including personal details and identification) will be used by ACT Education and Training Directorate and Australian Skills Quality Authority (ASQA) for audit, verification, research, statistical analysis, program evaluation, post-completion surveys and internal management purposes. In supplying the requested information and indicating below, I consent to the use of the information for these purposes.

Participant Consent: [ ]  Date: Click here to enter a date.