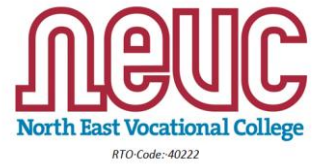


# STUDENT ENROLMENT FORM



Please complete **all** sections of this form. If you require assistance completing this form, please ask your trainer or assessor for assistance.

Qualification Code: ..... Qualification Title: .....

VETtrak ID: ..... (Office use only) Unique Student Identifier: .....

WorkReady Participant Number:

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SACE ID (only if currently attending high school):

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## PERSONAL DETAILS

(Please tick) Title Mr  Miss  Mrs  Ms  Other  Gender Male  Female  Other

Family Name: .....

Given Names: .....

Date of Birth: ..... City or Town of Birth: .....

Residential Address: .....

Suburb: ..... State: ..... Postcode: .....

Postal Address (if same as residential, please write 'as above') : .....

Suburb: ..... State: ..... Postcode: .....

Phone: ..... Mobile: .....

Email: .....

Driver's Licence: ..... CITB ID Number (if registered).....

School (if applicable) .....

Is there any information regarding your health or personal circumstances that would affect your study at this College?

YES  NO  Please provide details: .....

EMPLOYER NAME (if applicable) .....

If you do **not** live in South Australia, do you work in South Australia? YES  NO

Employer Postcode (if yes): .....

Employer Suburb: .....

## EMERGENCY CONTACT

Name: ..... Relationship: .....

Phone: .....

## FAMILY DOCTOR DETAILS

Name: ..... Suburb: .....

Phone: .....

## STUDENT ENROLMENT FORM

<b>1. Were you born in Australia?</b>	Y N
If not, <b>Country of Birth:</b> .....	
<b>2. Do you speak a language other than English at home?</b>	Y N
If YES, please specify:.....	
<b>3. Are you currently enrolled in secondary school?</b>	Y N
If yes, indicate which of the following applies:	
School Based Apprenticeship, Training Contract	
Training Guarantee for SACE Students	
Exemption from attending school	
<b>4. Do you consider yourself to have a disability, impairment or long term medical condition?</b>	Y N
If YES, please indicate the areas of disability, impairment or long term condition: <i>(You may indicate more than one area)</i>	
Hearing/Deaf	
Physical	
Intellectual	
Learning	
Mental Illness	
Acquired Brain Impairment	
Vision	
Medical Condition	
Other	
<b>5. Are you of Aboriginal or Torres Strait Islander origin?</b>	
<i>(For persons of both Aboriginal AND Torres Strait Island origin, mark both 'YES' boxes)</i>	
NO	
YES, Aboriginal	
YES, Torres Strait Islander	
<b>6. Which is your highest COMPLETED school level?</b>	
Completed Year 12	
Completed Year 11	
Completed Year 10	
Completed Year 9	
Year 8 or below	
<b>7. In which YEAR did you complete that school level?</b>	
<b>8. Of the following categories, which best describes your current employment situation?</b>	
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	

<b>9. Have you SUCCESSFULLY completed any of the following qualifications?</b> Please tick:	
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 above	
No post school qualifications	
<b>10. Will you require assistance with numeracy or literacy in your studies?</b>	Y N
<b>11. Have you ever made a Workers Compensation Claim?</b>	Y N
If YES, please give details : .....	
.....	
<b>12. How did you hear about the North East Vocational College?</b>	
Work	
Internet	
Relation/Friend	
Other .....	
<b>13. Your major reason for study?</b> (Tick ONE box only)	
To get a job	
To develop my existing business	
To start my own business	
To try for a different career	
To get a better job or promotion	
It was a requirement of my job	
I wanted extra skills for my job	
To get into another course of study	
For personal interest or self-development	
To get skills for community/voluntary work	
Other reason	
<b>14. Consent for use of Student Work or Images</b>	
I acknowledge and consent that photos or other images of myself or student work may be used by the North East Vocational College for the purposes of public relations or promotion of the College.	
YES <input type="checkbox"/>	NO <input type="checkbox"/>
<b>Please sign Privacy Statement &amp; Student Declaration on the last page</b>	

# STUDENT ENROLMENT FORM

**Questions 15 to 22 for  
WorkReady participants only**



## Consent to Create / Verify a USI on a student's behalf

From 1 January 2015, NEVC can be prevented from issuing you with a qualification or statement of attainment 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 [www.usi.gov.au/create-your-USI/](http://www.usi.gov.au/create-your-USI/) (further information is also available at [www.usi.gov.au/privacy-notice](http://www.usi.gov.au/privacy-notice)) or you can give NEVC permission to create a USI on your behalf.

### Privacy Notice

Under the *Data Provision Requirements 2012*, NEVC 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 information contained on this form and your training activity data) may be used or disclosed by NEVC for statistical, regulatory and research purposes. NEVC 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, State or Territory government departments & authorised agencies;
- Organisations conducting student surveys; and
- Researchers.

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

- Issuing statements of attainment or qualification, and populating authenticated VET transcripts;
- Facilitating statistics and research relating to education, including surveys;
- Understanding how the VET market operates, for policy, workforce planning and consumer information;
- Administering VET, including programme administration, regulation, monitoring & evaluation.

You may receive an NCVER student survey which may be administered by an NCVER employee, agent or third-party contractor. 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 VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at [www.ncver.edu.au](http://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 consent to NEVC creating a USI on my behalf (if applicable) and acknowledge that I will be notified by the USI Registrar each time NEVC creates or verifies my USI.

### Student to sign below.

**Full Name:** .....

**Signature:** .....

**Date:** .....

**If student is under 18 years old a Parent or Guardian must also sign below.**

**Full Name:** .....

**Signature:** .....

**Date:** .....

<b>15. Residency details</b>	
Australian Citizen (If YES go to Q17)	
Permanent Australian resident (If YES go to Q17)	
Visa – see next question	

<b>16. Visa type</b>	
Skilled – Regional Sponsored (provisional) Visa, subclass 475 and subclass 495	
Skilled – Regional Sponsored (provisional) Visa, subclass 487	
Skilled – Nominated or State Territory Sponsored, subclass 489	
State/Territory Sponsored Business Owner (provisional) Visa, subclass 163	
State/Territory Sponsored Senior Executive (provisional) Visa, subclass 164	
State/Territory Sponsored Investor (provisional) Visa, subclass 165	

<b>17. Are you registered with Centrelink?</b>	Y
Please specify:	N
Newstart allowance	
Youth allowance	
Age pension	
Disability support pension	
Parenting payment (single)	
Parenting payment (partnered)	

<b>18. Do you hold any of the following concessions?</b>	
Health Care Card	
Pensioners Concession Card	
Veterans Affairs Concession Card	

**19. Please state your Centrelink customer reference number (CRN) if applicable:**

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**20. Centrelink Card expiry date:**

.....

<b>21. Are you a prisoner? Y N</b>
If yes please contact the <i>WorkReady</i> infoline 1800506266

<b>22. Were you / are you under the guardianship of the Minister? Y N</b>
If yes please contact the <i>WorkReady</i> infoline 1800506266