

Enrolment Form

Course

Commencement date

Please note: Course dates are subject to change. Please refer to the Training Program on the college website www.simpaticosafety.com.au for a current list of course dates

Privacy Statement & Student Declaration

I declare that the information I have provided to the best of my knowledge is true and correct.

I understand that my RTO, Simpatico Safety Training & Consultancy, is required to submit data sourced from this enrolment form to the National Centre for Vocational Education Research Ltd (NCVER) as a regulatory reporting requirement. The information contained on my enrolment form may be used by my RTO or the following third parties for administrative, regulatory and/or research purposes:

- School — if I am a secondary student undertaking VET, including a school-based apprenticeship or traineeship.
- Employer — if I am enrolled in training paid by my employer.
- Government departments and authorised agencies.
- NCVER.
- Organisations conducting student surveys.
- Researchers.

You may receive an NCVER student survey which may be administered by an NCVER employee, agent or third-party contractor. Please note you may opt out of the survey at the time of being contacted.

SIGN HERE

Student Signature

Date

Parent/guardian signature*

Date

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

NCVER will use, secure, disclose, and retain your data in accordance with the VET Data Protocol and all NCVER policies and protocols (including those published on NCVER's website at www.ncver.edu.au)

Personal details

Given Names

Surname

** Please write the name that you used when you applied for your Unique Student Identifier (USI), including any middle names. If you do not yet have a USI and want Simpatico Safety Training & Consultancy to apply for a USI on your behalf, **you must write your name, including any middle names, exactly as written in the identity document** you choose to use for this purpose. See section on the USI at the end of this form for a detailed explanation*

Date of birth

Gender:

Male

Female

Other

Home phone

Work phone

Mobile

Email

Alternative email (optional)

Residential Address

Street Address

Suburb

State

Postcode

Postal Address (if different from above)

Street Address

Suburb

State

Postcode

Please advise if you have any special needs, e.g. wheelchair access, dietary requirements, literacy & numeracy, hearing or vision impaired, or any other disability that may prevent you from successfully completing the course.

Enrolment Form

Language and cultural diversity

In which country were you born? Australia Other – please specify

Do you speak a language other than English at home?

No – English only Yes – Other, please specify

Are you of Aboriginal or Torres Strait Islander origin?

(For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes)

No Yes – Aboriginal Yes - Torres Strait Islander

Disability

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

If you indicated the presence of a disability, impairment or long-term condition, please select the area(s) in the following list:

Hearing/deaf	Physical
Intellectual	Learning
Mental Illness	Acquired Brain Impairment
Vision	Medical Condition
Other	

Schooling

What is your highest COMPLETED school level? (Tick ONE box only)

If you are currently enrolled in secondary education, the Highest school level completed refers to the highest school level you have actually completed and not the level you are currently undertaking. For example, if you are currently in Year 10 the Highest school level completed is Year 9.

Year 12 or equivalent	Year 9 or equivalent
Year 11 or equivalent	Year 8 or below
Year 10 or equivalent	Never attended school

Are you still enrolled in secondary or senior secondary education? Yes No

Previous Qualifications Achieved

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

If YES, tick ANY applicable boxes

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

Enrolment Form

Employment

Of the following categories, which BEST describes your current employment status? (Tick ONE box only)

For casual, seasonal, contract and shift work, use the current number of hours worked per week to determine whether full time (35 hours or more per week) or part-time employed (less than 35 hours per week).

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

Study Reason

Of the following categories, select the one which BEST describes the main reason you are undertaking this course/traineeship/apprenticeship (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

Other reasons

Unique Student Identifier (USI)

From 1 January 2015, we Simpatico Safety Training & Consulting, can be prevented from issuing 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/> on computer or mobile device. 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)

If you do not currently have a USI, please indicate whether:

I will obtain your own USI prior to commencement, or

**I request Simpatico Safety Training & Consultancy to obtain the USI on my behalf
(refer to following page for details)**

Enrolment Form

USI application through your RTO (if you do not already have one)

Application for Unique Student Identifier (USI)

If you would like Simpatico Safety Training & Consultancy to apply for a USI on your behalf you must authorise us to do so and declare that you have read the privacy information at <<https://www.usi.gov.au/documents/privacy-notice-when-rto-applies-their-behalf>>. You must also provide some additional information as noted at the end of this form so that we can apply for a USI on your behalf.

I [Name] **authorise Simpatico Safety Training & Consultancy to apply pursuant to sub-section 9(2) of the Student Identifiers Act 2014, for a USI on my behalf.**

I have read and I consent to the collection, use and disclosure of my personal information (which may include sensitive information) pursuant to the information detailed at:

<https://www.usi.gov.au/documents/privacy-notice-when-rto-applies-their-behalf>

Town/City of Birth

(please write the name of the Australian or overseas town or city where you were born)

Participant Identification Details - Please provide one of the below documents as a clear photocopy/scan upon enrolment for Unique Student Identifier application or verification. *Any questions regarding how the college collects and uses information collected please refer to the college's Privacy Policy [student handbook](#).*

Driver's licence - issued in Australia

Certificate of registration by descent

Medicare card - current and issued in Australia

Citizenship certificate

Australian Passport – current

Visa

Australian Birth Certificate

Immicard

In accordance with section 11 of the Student Identifiers Act 2014, Simpatico Safety Training & Consultancy will securely destroy personal information which we collect from individuals solely for the purpose of applying for a USI on their behalf as soon as practicable after we have made the application, or the information is no longer needed for that purpose.

Student Handbook and Enrolment Information

Our Student Handbook tells you what you need to know as a student of Simpatico Safety. Here, we outline what's expected of you as a student, our obligations to you as a training provider, and relevant policies that apply to your training experience. Download/view the [Student Handbook](#).

I have read and understood the Simpatico Safety Training and Consultancy Student Handbook (*required*)

Enrolment Form

Course Payment Details

Course fees are payable upon enrolment.

Please invoice: **Attendee** **Employer**

Employer Details - must be completed if an employer pays for the course

Organisation Name

Postal Address

Postal Suburb

State

Postcode

Authorised Contact

Email Address

Work Phone

Work Fax

Employer Accounts Contact Name

Employer Accounts Email Address

Payment Method

Payment is required at the time of enrolment. Student enrolments are not confirmed until Simpatico Safety Training & Consultancy receives the completed enrolment form with payment.

Simpatico Safety Training and Consultancy will collect no more than \$1500 in pre-paid fees from a learner prior to attendance.

Purchase Order

Please provide PO number

Cheque or Money Order

EFT Account Name: Cooper Cole Pty Ltd

BSB: 014 218

Account Number: 414534889

ABN: 54 622 440 831

Please use your name or invoice number as reference

Credit Card

Visa

Mastercard

AMEX/Diners not accepted

Name on Credit Card

Card Number

Expiry Date

CVV (last 3 digits on back of card)

Payment Amount

Employer Signature (if applicable)

Date

Student Signature

Date

Submitting your enrolment form: Print and email, mail or fax, or email directly from the form

Email: enrol@simpaticosafety.com.au

Mail: Suite 34/20 Masthead Drive, Cleveland, Q 4163