

Domestic Student Enrolment Form

Select Course Type: (Please tick the course/s that you are applying to enrol in)

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|--|--------------------------|--|--------------------------|
| CHC33021 Certificate III in Individual Support (Ageing and Disability) | <input type="checkbox"/> | CHC43015 Certificate IV in Ageing Support | <input type="checkbox"/> |
| CHC43121 Certificate IV in Disability | <input type="checkbox"/> | CHC53315 Diploma of Mental Health | <input type="checkbox"/> |
| CHC52021 Diploma of Community Services (Case Management and Child, Youth and Family Welfare) | <input type="checkbox"/> | CHC51015 Diploma of Counselling | <input type="checkbox"/> |
| BSB50420 Diploma of Leadership and Management | <input type="checkbox"/> | BSB60420 Advanced Diploma of Leadership and Management | <input type="checkbox"/> |
| SIT30821 Certificate III in Commercial Cookery | <input type="checkbox"/> | HLTHPS007 Administer and monitor medications | <input type="checkbox"/> |
| HLTAID009 Provide CPR | <input type="checkbox"/> | HLTAID011 Provide first aid | <input type="checkbox"/> |
| SIT50422 Diploma of Hospitality Management | <input type="checkbox"/> | SIT60322 Advanced Diploma of Hospitality Management | <input type="checkbox"/> |

Learner Personal Details: Please Print Clearly using UPPER CASE letters

| | | | |
|---|--|------------------|----------------|
| Single name only: Tick this box <input type="checkbox"/> if you have one name only that cannot be written in the following format. Write your single name in the 'Family name section' | | | |
| (Family/last) Surname: | | Date of Birth: | DD / MM / YYYY |
| Given Name/s: | | Gender:(circle) | M F X |
| Contact number: | | | |
| Email address: | | Alternate email: | |

INT College 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 at usi.gov.au/students/get-a-usi. Please note: if you wish to select "Other" for gender, you may need to contact the USI Office for assistance.

USI Number (Unique Student Identifier):

| | | | | | | | | | | |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|

Please provide the physical STREET ADDRESS (street number and name, NOT post-office box) where you usually reside, rather than any temporary address at which you reside for training, work or other purposes before returning to your home.
 If you are from a rural area, use the address from your state or territory's 'rural property addressing' or 'numbering' system as your residential street address.
 Building/property name is the official place name or common usage name for an address site, including the name of an Aboriginal community, homestead, building complex, agricultural property, park or unbounded address site.

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|---|----------------------------------|--|--|
| Building/property name: (if applicable) | | | |
| Flat or unit number: (if applicable) | Street or lot number: (e.g. 205) | | |
| Street name: | Suburb /locality | | |
| State/territory: | Postcode: | | |
| Provide your POSTAL ADDRESS below, if different from above. | | | If as above, tick here: <input type="checkbox"/> |
| Building/property name: (if applicable) | | | |
| Flat or unit number: (if applicable) | Street or lot number: (e.g. 205) | | |
| Street name: | Suburb /locality | | |
| Postal delivery information (e.g. PO Box) | Suburb /locality | | |
| State/territory: | Postcode: | | |

Required Enrolment Questions

Language and cultural diversity

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| In which country were you born? | Australia | | Other than Australia – please specify |
| Do you speak a language other than English at home? | No, English | | Yes, other – please specify |
| Are you of Aboriginal or Torres Strait Islander origin or both? | No | Yes, Aboriginal | Yes, Torres Strait Islander |

Disability

Disability in this context does not include short-term disabling health conditions such as a fractured leg, influenza, or corrected physical conditions such as impaired vision managed by wearing glasses or lenses.

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|--|--------------|---------------------------|--------|-------------------|
| Do you consider yourself to have a disability, impairment or long-term condition? | Yes | No | | |
| If yes, please indicate the areas of disability, impairment or condition (you may Tick more than one) | | | | |
| Hearing / Deaf | Intellectual | Mental illness | Vision | Medical condition |
| Physical | Learning | Acquired brain impairment | Other | |

Schooling

| | | | |
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| What is your highest COMPLETED school level? (Tick ONE box only) | Year 12 | Year 11 | Year 10 |
| | Year 9 | Year 8 or below | Never attended |
| Are you still enrolled in secondary or senior secondary education? | Yes | No | |

Previous qualifications achieved

| | | |
|---|--|---|
| Have you successfully completed any qualifications listed below? If Yes, please tick all that apply: | Yes | No |
| Bachelor's degree or Higher Degree | Certificate IV or Advanced Cert/Technician | Certificate I |
| Advanced Diploma or Associate Degree | Certificate III (or Trade Certificate) | Other education (including certificates or overseas qualifications other than previous) |
| Diploma (or associate Diploma) | Certificate II | |

Employment

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|--|--------------------------------------|---------------------------------------|--|
| Of the following categories, which BEST describes your current employment status? | | | |
| Full-time employee | Self employed – employing others | Unemployed - seeking full-time work | |
| Part-time employee | Employed – unpaid in family business | Unemployed - seeking part-time work | |
| Self-employed - not employing others | | Not employed - not seeking employment | |

Study reason

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|--|-------------------------------------|--|--|
| Of the following categories, select the one which BEST describes the main reason you are undertaking this course? | | | |
| To get a job | To get a better job or promotion | For personal interest or self-development | |
| To develop my existing business | It was a requirement of my job | To get skills for community/voluntary work | |
| To start my own business | I wanted extra skills for my Job | Other reasons | |
| To try for a different career | To get into another course of study | | |

Where did you hear about INT College? (Please tick ONE box)

- | | | |
|--|---|--------------------------------------|
| <input type="checkbox"/> Social Media | <input type="checkbox"/> Website | <input type="checkbox"/> Workplace |
| <input type="checkbox"/> Word of Mouth | <input type="checkbox"/> Flyers/marketing event | <input type="checkbox"/> Other _____ |

Privacy Statement and Learner Declaration

INT College Privacy Statement

INT College collects your personal information so that we can process and manage your enrolment in a vocational education and training (VET) course, assess your suitability for the course, provide training and assessment, offer student support, maintain student records, and meet our legal, regulatory and reporting obligations. If you do not provide the information requested, INT College may not be able to process your enrolment in nationally recognised training.

INT College uses your personal information to deliver training and assessment, communicate with you about your enrolment and course, provide support services, maintain academic and administrative records, and comply with applicable laws and regulatory requirements.

INT College may disclose your personal information where authorised or required by law, including for vocational education and training administration, regulation, quality assurance, government reporting, and Unique Student Identifier (USI) administration. You may request access to your personal information held by INT College and request correction of inaccurate information, subject to any legal limitations. Information about privacy, complaints and appeals is available in the Domestic Student Handbook and INT College's Privacy Policy.

For questions about privacy, access to personal information, or correction of personal information, please contact INT College on 1800 046 846 or info@int.edu.au.

VET Data Privacy Notice

Under the Data Provision Requirements 2012, INT College 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 your name, date of birth, contact details, training outcomes and performance information, may be used or disclosed by INT College for statistical, regulatory and research purposes. INT College may disclose your personal information for these purposes to third parties, including:

- Commonwealth and State or Territory government departments and authorised agencies
- NCVER
- organisations conducting student surveys
- researchers
- the Registrar of the USI Office
- persons or organisations engaged by NCVER to conduct research or analysis on its behalf

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

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

You may receive a student survey which may be conducted by a government department, NCVER employee, agent, third-party contractor or another authorised agency. You may opt out of the survey at the time you are contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the Privacy Act 1988, the National VET Data Policy and all relevant privacy laws. For more information about how NCVER will handle your personal information, please refer to the NCVER Privacy Policy and the Department of Employment and Workplace Relations VET Data Privacy Notice.

If you would like to seek access to or correct your information, please contact INT College on 1800 046 846 or info@int.edu.au.

Learner Declaration:

- I declare that the information I have provided in this enrolment form is true, accurate and complete to the best of my knowledge.
- I confirm that, before enrolling, I was provided with information about the course, including course requirements, duration, fees, payment arrangements, refund conditions, student support services, and my rights and responsibilities as a student. I confirm that I have been given access to the Domestic Student Handbook and have had the opportunity to ask questions and seek clarification before signing this form.
- I understand that my enrolment is subject to INT College assessing my suitability for the course, including completion of any required Language, Literacy, Numeracy and Digital (LLND) assessment, and determining whether any required support can be reasonably provided. I understand that INT College will only proceed with my enrolment where I am assessed as suitable for the course and where any required support can be provided within the organisation's capacity.
- Where applicable, I confirm that work placement requirements have been explained to me prior to enrolment, including required placement hours, prerequisites, student responsibilities, and any applicable fee payment requirements that must be met before placement is arranged or confirmed.
- I understand that all enrolments are confirmed in writing before the course starts, including advice about commencement details. If I do not receive confirmation before the commencement date, I will contact INT College.
- I understand that INT College may assist me to create, retrieve, verify or locate my Unique Student Identifier (USI) for the purpose of my enrolment and student record management.
- I understand that my personal information will be collected, used, stored and disclosed by INT College in accordance with applicable privacy and regulatory requirements.
- I acknowledge that information about complaints and appeals is available in the Domestic Student Handbook and that I may raise concerns about the enrolment process through INT College's Complaints and Appeals Policy.

By signing this form, I confirm that I understand and accept the information above.

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| Learner Name: | |
| Learner Signature: | |
| Date: | / / |