

STUDENT DETAILS – Please fill out ALL areas neatly in black or blue pen using BLOCK LETTERS

You are enrolled in, and if successful, will be awarded the statement of attainment for the course/units listed at the top of this page. Please ensure you are aware of the specific requirements for this course and what is required of you before you start the course.

The student Declaration and Competency Form towards the end of this document has a list of the physical assessment requirements which must be successfully completed to pass this course. Please make sure you are able to perform *all* of these, and/or you discuss any concerns with your trainer before beginning. The relevant *student information* and *student written agreement* also provide information.

Contact your trainer or go to allenstraining.com.au if you require further information.

Please note: By continuing on with this enrolment form, you agree to declare that you have been fully informed of all of the specific assessment requirements of this course and are able to meet those requirements.

From 1 January 2018, we, Allens Training Pty Ltd are 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/>. Please note that if you would like to specify your gender as 'other' you will need to contact the USI Office for assistance.

USI	*Unique Student Identifier:	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td><td style="width: 5%;"></td> </tr> </table>																					<p>*PLEASE NOTE: Your certificate/statement of attainment CANNOT be issued without a valid USI.</p>

PRINT clearly and neatly - Please write the name that you used when you applied for your Unique Student Identifier (USI), including any middle names.

PERSONAL DETAILS	Family name: <small>(surname/last name)</small>																			
	Given name: <small>(first name)</small>																			
	2 nd Given name/s: <small>(middle name/s)</small>																			
	Date of birth: <small>(day/month/year)</small>																			

CONTACT	Home phone:		Work phone:						
	Mobile phone:								
	*Email:								

***PLEASE NOTE: Your certificate/statement of attainment will be provided to you via email.**
It is imperative that you provide an email address and ensure that it is correct. Please double check that you have written it correctly in the boxes above. You must understand that an **incorrect email address, or not providing an email address, will mean you will not receive your certificate.**

Alternative email: <small>(optional)</small>																			
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Provide your PHYSICAL ADDRESS (not post office box) where you USUALLY reside e.g. not a temporary address whilst doing the course, work or other purposes before returning 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 a building, Aboriginal community, homestead, building complex, agricultural property, park or unbounded address site. Only fill out relevant fields, **leave irrelevant areas blank.**

USUAL RESIDENTIAL ADDRESS	Building/property name: <small>(if applicable)</small>																			
	Number:	Flat or unit: <small>(if applicable)</small>	Street: <small>(if applicable)</small>	Lot: <small>(if applicable)</small>																
	Street name:																			
	Suburb, locality or town:																			
	State or Territory:											Postcode:								

Provide your **POSTAL ADDRESS** if different from above. If the same as your usual residence, write 'AS ABOVE'.
Only fill out relevant fields, **leave irrelevant areas blank.**

POSTAL ADDRESS	Building/property name: <small>(if applicable)</small>																			
	Number:	Flat or unit: <small>(if applicable)</small>	Street: <small>(if applicable)</small>	PO Box or Roadside delivery box:																
	Street name:																			
	Suburb, locality or town:																			
	State or Territory:											Postcode:								

STUDENT DETAILS – Please fill out ALL areas

Allens Training is collecting the **personal information** requested on this form for **AVETMISS** requirements only. No information will be given or sold to any organisation. As part of the **Australian Government Regulatory** requirements the following information is needed for statistical purposes.
Please note: Failure to supply the required information makes this enrolment invalid and unable to be processed. Your application will be returned to you for completion.

LANGUAGE AND CULTURE	1. In which country were you born?	<input type="checkbox"/> Australia	<input type="checkbox"/> Other – Please specify:	
	2. Do you speak a language other than English at home? <i>If more than one language, indicate the one spoken most often.</i>	<input type="checkbox"/> Yes other – Please specify: <input type="checkbox"/> No, English only (Go to Question 4)		
	3. How well do you speak English?	<input type="checkbox"/> Very well	<input type="checkbox"/> Well <input type="checkbox"/> Not well <input type="checkbox"/> Not at all	
	4. Are you of Aboriginal or Torres Strait Islander origin? <i>Persons from both origins, tick both Yes boxes.</i>	<input type="checkbox"/> Yes, Aboriginal	<input type="checkbox"/> Yes, Torres Strait Islander <input type="checkbox"/> No (Next Question)	
DISABILITY	5. Do you consider yourself to have a disability, impairment or long-term condition? <i>If yes, you may indicate more than one area. Please refer to the Disability supplement for an explanation of the following disabilities.</i>	<input type="checkbox"/> Yes – Please tick area/s from below: <input type="checkbox"/> No (Next Question)		
		<input type="checkbox"/> Hearing/deaf	<input type="checkbox"/> Physical <input type="checkbox"/> Intellectual <input type="checkbox"/> Learning	
		<input type="checkbox"/> Medical condition	<input type="checkbox"/> Acquired brain impairment <input type="checkbox"/> Vision <input type="checkbox"/> Mental Illness <input type="checkbox"/> Other – Please specify:	
SCHOOLING AND PREVIOUS QUALIFICATIONS	6. What is your highest COMPLETED school level? <i>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.</i>	<input type="checkbox"/> Year 12 or equivalent	<input type="checkbox"/> Year 9 or equivalent	
		<input type="checkbox"/> Year 11 or equivalent	<input type="checkbox"/> Year 8 or below	
		<input type="checkbox"/> Year 10 or equivalent	<input type="checkbox"/> Never attended school	
SCHOOLING AND PREVIOUS QUALIFICATIONS	7. Are you still enrolled in secondary or senior secondary education?	<input type="checkbox"/> Yes <input type="checkbox"/> No – Please specify what year you left:		
	8. Have you SUCCESSFULLY completed any other qualifications? <i>Tick ANY box applicable.</i>	<input type="checkbox"/> Yes – Tick box/s below:		<input type="checkbox"/> No (Next Question)
		<input type="checkbox"/> Bachelor Degree or Higher Degree	<input type="checkbox"/> Certificate IV (or Advanced Certificate/Technician)	
		<input type="checkbox"/> Advance Diploma or Associate Degree	<input type="checkbox"/> Certificate III (or Trade Certificate)	
<input type="checkbox"/> Diploma (or Associate Diploma)		<input type="checkbox"/> Certificate II	<input type="checkbox"/> Certificate I	
	<input type="checkbox"/> Other education (including certificates or overseas qualifications not listed above)			
EMPLOYMENT	9. Of the following categories, which BEST describes your current employment status? <i>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).</i>	<input type="checkbox"/> Full time employee	<input type="checkbox"/> Employed – unpaid worker in a family business	
		<input type="checkbox"/> Part time employee	<input type="checkbox"/> Unemployed – seeking full time work	
	<input type="checkbox"/> Self-employed – not employing others	<input type="checkbox"/> Unemployed – seeking part time work		
	<input type="checkbox"/> Self-employed – employing others	<input type="checkbox"/> Not employed – not seeking employment		
STUDY REASON	10. Of the following categories, select the one which BEST describes the main reason you are undertaking this course / traineeship / apprenticeship. <i>Tick ONE box only.</i>	<input type="checkbox"/> To get a job	<input type="checkbox"/> For personal interest or self-development	
		<input type="checkbox"/> To develop my existing business	<input type="checkbox"/> It was a requirement of my job	
	<input type="checkbox"/> To start my own business	<input type="checkbox"/> I wanted extra skills for my job		
	<input type="checkbox"/> To try for a different career	<input type="checkbox"/> To get into another course of study		
	<input type="checkbox"/> To get a better job or promotion	<input type="checkbox"/> Other reasons		
PLEASE NOTE	<p>There is a <u>student survey</u> which is a short questionnaire aimed at gathering feedback from course participants to be used in our continuous improvement processes. We would appreciate you taking the time to give us your feedback. The form can be found on our website: www.allenstraining.com.au</p> <p>Please ensure you have read the <u>student written agreement</u> and the <u>student information</u> relevant to this course. It contains important information that may be relevant to you or your situation, which must be discussed and arranged <i>prior to undertaking the course and the assessment</i>. This includes special geographic financial or social needs, reasonable adjustments to assessment, recognised prior learning (RPL) and mechanisms for appeal against the assessment processes. <u>Please also ensure you are aware of all course requirements before starting the course.</u></p>			