

SECTION 1: PERSONAL DETAILS

use the name that you used when you applied for your USI, including any middle names

Family name (or if you have a single name only, use this section)			
First name			
Middle name		Preferred name	
Date of Birth (DD/MM/YY)	/ /	Gender	☐ Male ☐ Female ☐ Other
Home phone number	()	Work phone number	()
Mobile phone number			
Email Address			
Preferred method of contact:	☐ Email ☐ SMS		

SECTION 2: ADDRESS DETAILS

RESIDENTIAL ADDRESS (Where you usually reside rather than any temporary address at which you reside for training)

Building/Property name		Flat/unit details	
Street or lot number	Street name		
Suburb/locality or town		State/Territory	Postcode
POSTAL ADDRESS (if different to residential)			
Building/Property name		Flat/unit details	
Street or lot number	Street name		
Suburb/locality or town		State/Territory	Postcode

SECTION 3: QUALIFICATION DETAILS

Qualification Code			
Qualification Title			
Qualification Cost:			
Date training starts (DD/MM/YY)	/ /	Date training due to end (DD/MM/YY)	/ /

SECTION 4: Employment Details

Business name			
Trading name			
ABN			
Contact person for Apprentice/Traineeship			
Phone		Email	
Apprentice/Trainee Supervisor			
Phone		Email	
Contact person for Tax Invoice			
Phone		Email	
Purchase Order no:			

COMPANY POSTAL ADDRESS (if different to residential)					
Building/Property name				Flat/unit details	
Street or lot number		Street name			
Suburb/locality or town			State/Territory		Postcode

SECTION 5: UNIQUE STUDENT IDENTIFIER (If you already have one)

Unique student identifier (USI) (10 digits in total)	_____				
If you do not have a USI do you give Natwide Training Australia permission to apply for one on your behalf?				☐ No	☐ Yes
To raise a USI we will need one of the following proof of Identity evidences.					
Drivers Licence No:		Expiry Date:	/ /	State of Issue:	
Medicare Card No:		Expiry Date:	/ /	Ref No:	
Name on Card:					

SECTION 6: LANGUAGE AND CULTURAL DIVERSITY

In which country were you born?	☐ Australia ☐ Other – please specify:
Do you speak a language other than English at home? <i>(If more than one language, indicate the one that is spoken most often)</i>	☐ No, English only ☐ Yes, other – please specify
Are you of Aboriginal or Torres Strait Islander origin? <i>(For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes)</i>	☐ Yes, Aboriginal ☐ Yes, Torres Strait Islander ☐ No
Are you visiting Australia on a Visa? (compulsory)	☐ Yes ☐ No ☐ If yes, what type of visa category do you hold? _____

SECTION 7: DISABILITY

Do you consider yourself to have a disability, impairment or long-term condition?	☐ No ☐ Yes – If yes, please indicate as per below
If you have indicated the presence of a disability, impairment or long-term condition, please select the area(s) in the following list <i>(You may indicate more than one area, please refer to the Disability supplement for an explanation of the follow disabilities)</i>	
☐ Hearing/deaf ☐ Physical ☐ Intellectual ☐ Learning	☐ Mental illness ☐ Vision ☐ Acquired brain impairment ☐ Medical condition ☐ Other _____

SECTION 8: 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 | ☐ Employed – unpaid worker in a family business |
| ☐ Part-time employee | ☐ Unemployed – seeking full-time work |
| ☐ Self-employed – not employing others | ☐ Unemployed – seeking part-time work |
| ☐ Self-employed – employing others | ☐ Not employed – not seeking employment |

SECTION 9: PRIOR EDUCATION

Are you still enrolled in secondary or senior secondary education?

☐ No

☐ Yes

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 10 or equivalent | ☐ Year 8 or below |
| ☐ Year 11 or equivalent | ☐ Year 9 or equivalent | ☐ Never attended school |

In which year did you complete school?

Have you SUCCESSFULLY completed any of the following qualifications?

☐ No

☐ Yes – If yes, tick boxes below:

- | | |
|--|---|
| ☐ 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 list above) |

Do you wish to apply for Recognition of Prior Learning or Credit Transfer?

☐ Yes

☐ No

Do you consider that you have the literacy and numeracy skills to undertake the course?

☐ Yes

☐ No

Have you completed the Higher School Certificate (Y12 / HSC)?

☐ Yes

☐ No

Have you completed a prior nationally recognised training in Australia at least to the level of Certificate III?

☐ Yes

☐ No

Do you have any individual support needs that we can assist you with during your training? (e.g. language support needs, training needs, wellbeing needs, welfare needs, financial support needs etc)

☐ Yes

☐ No

If you answered yes to the previous question, please describe the types of support that would assist you with your studies.

SECTION 10: 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 | ☐ It was a requirement of my job |
| ☐ To develop my existing business | ☐ I wanted extra skills for my job |
| ☐ To start my own business | ☐ To get into another course of study |
| ☐ To try for a different career | ☐ For personal interest or self-development |
| ☐ To get a better job or promotion | ☐ To get skills for community/voluntary work |
| | ☐ Other reasons |

SECTION 11: MARKETING AND IMAGES

How did you hear about us?	☐ Existing Client	☐ Consultant	☐ Other
	☐ Internet	☐ Employer	
Natwide Training Australia may from time to time send you details about future training opportunities or offers. If you DO NOT wish to be contacted, please indicate below.			
☐ I do not wish to be contacted regarding future training opportunities.			
During training, photos or footage may be taken of you. Do you give Natwide Training Australia permission to use these photos or footage for such things as improving training resources, promotional documents and reports?			☐ No ☐ Yes

SECTION 13: AUTHORITY TO EXCHANGE INFORMATION

If you are enrolling in a course which is licensed, accredited, endorsed or subsidised by an entity external to Natwide Training Australia (e.g. DSD, CASA,), you are providing your permission for Natwide Training Australia to provide that entity with your personal and/or training data, including course feedback, as required by that entity.

If your employer (including employment service provider or school) has paid your fees for this course, Natwide Training Australia may provide attendance data or other information relating to your participation in the course, to them. Sometimes employers request Natwide Training Australia to provide them with a copy of your certificate:

☐ I authorise Natwide Training Australia to give my employer a copy of the AQF certification documentation issued as result of my successful completion of this course

SECTION 14: STUDENT DECLARATION

- I declare that the information I have provided is, to the best of my knowledge, true and correct. - I have reviewed the student Handbook supplied to me and have been informed about and accepted my rights and obligations - I have reviewed and accepted the Schedule of Fees and Payments and have been informed of the refund policy. - I have read, understood and agree to abide by Natwide Training Australia policies and procedures. - I have reviewed the Course Brochure and have been informed of and accept the training and assessment services to be provided and the units of competency to be completed. - I have reviewed the National VET Data Privacy Policy Notice provided in the student Handbook and acknowledge that Commonwealth and State or Territory government departments and authorised agencies will use my personal information in accordance with this notice. - I authorise Natwide Training Australia to verify my USI number; - In providing my USI, I confirm Natwide Training Australia is authorised to collect, use and disclose my student identifier for the purpose required under the Student Identifiers Act 2014. - I confirm I provide/do not provide media authorisation, under section 12 as indicated.			
Learner signature		Date	/ /
If you are under 18, you will need to get a parent or legal guardian to sign on your behalf:			
Parent/guardian signature		Date	/ /