

# Enrolment Form – Domestic Students

## STUDENT INFORMATION

Title : ☐ Mr. ☐ Mrs. ☐ Ms. ☐ Miss. ☐ Others

First Name :  Middle Name :

Last Name :

Gender : ☐ Male ☐ Female ☐ Others Date Of Birth :  /  /

Country of Birth :  City Of Birth :

Passport No :  Nationality :

Australian Visa Subclass :  (If you have an Australian Visa)

## CONTACT INFORMATION

Mobile :  Work :

Email :

## RESIDENTIAL ADDRESS –

Street/Unit No :  Street Name :

Suburb :

State :  Postcode :

## POSTAL ADDRESS – (SAME AS RESIDENTIAL)

Street/Unit No :  Street Name :

Suburb :

State :  Postcode :

## UNIQUE STUDENT IDENTIFIER (USI)

From 1st January 2015 Global Institute of Education can be prevented from issuing you with a Nationality Recognised VET Qualification or statement of attainment when you complete your course if you do not have an 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 your computer or mobile device.

Enter your USI (If you already have one). USI :

If you do not have USI, would you like us to apply for USI on your behalf?

☐

Yes

☐

No

## DATA COLLECTION

Language other than English spoken at home

Proficiency in English :

☐

Very Well

☐

Not Well

☐

Well

☐

Not at all

Indigenous Status :

☐

Aboriginal

☐

Torres Strait Islander

☐

Aboriginal and Torres Strait  
Islander

☐

Neither Aboriginal not  
Torres Strait Islander

Do you have a condition we need to  
be aware of (Disability) ?

☐

No

☐

Yes

(If Yes Please Specify)

☐

Hearing impairment

☐

Physical

☐

Intellectual

☐

Mental Illness

☐

Learning

☐

Vision

☐

Acquired Brain  
Impairment

☐

Medical  
Condition

☐

Other

(If Other Please Specify) :

Highest School Level  
Completed :

☐

Did not go to school

☐

Completed year 8 or below

☐

Completed year 9 or  
equivalent

☐

Completed year 10 or  
equivalent

☐

Completed year 11 or  
equivalent

☐

Completed year 12 or  
equivalent

☐

Currently in School

Year of School Level Completed :

Prior Qualifications :

☐

Advance Diploma or Associate  
Degree

☐

Bachelor's Degree or Higher

☐

Certificate I

☐

Diploma Level

☐

Certificate II

☐

Certificate III

☐

Other Education(Including Overseas  
Qualification not listed)

☐

Certificate IV

## Employment Category / Status :

- |  |  |
|--|--|
| <input type="checkbox"/> Full Time Employee                        | <input type="checkbox"/> Part Time Employee                            |
| <input type="checkbox"/> Self Employed - Not Employing Others      | <input type="checkbox"/> Employed - Unpaid Worker in a Family Business |
| <input type="checkbox"/> Unemployed - Seeking Part Time Work       | <input type="checkbox"/> Unemployed - Seeking Full Time Work           |
| <input type="checkbox"/> Not Employed - Not Seeking Work           | <input type="checkbox"/> Self employed - employing others              |
| <input type="checkbox"/> To Get a Job                              | <input type="checkbox"/> To Develop Existing Business                  |
| <input type="checkbox"/> To Start Own Business                     | <input type="checkbox"/> To try for a Different Careers                |
| <input type="checkbox"/> To get a better Job or Promotion          | <input type="checkbox"/> It was a Requirement of my Job                |
| <input type="checkbox"/> I wanted extra skills for my job          | <input type="checkbox"/> To get into another course of study           |
| <input type="checkbox"/> For personal interest or self development | <input type="checkbox"/> Other reasons                                 |

## Study Reason

## QUALIFICATIONS

QUALIFICATIONS	
<input type="checkbox"/>	CHC33021 Certificate III in Individual Support
<input type="checkbox"/>	CHC43121 Certificate IV in Disability Support
<input type="checkbox"/>	AUR30620 Certificate III in Light Vehicle Mechanical Technology
<input type="checkbox"/>	AUR40216 Certificate IV in Automotive Mechanical Diagnosis
<input type="checkbox"/>	BSB50420 Diploma of Leadership and Management
<input type="checkbox"/>	BSB60420 Advanced Diploma of Leadership and Management
<input type="checkbox"/>	BSB80120 Graduate Diploma of Management Learning
<input type="checkbox"/>	AHC30722 Certificate III in Horticulture
<input type="checkbox"/>	AHC50422 Diploma of Horticulture Management
<input type="checkbox"/>	CPP20218 Certificate II in Security Operations
<input type="checkbox"/>	Security Refresher Course: (Single Unit) <ul style="list-style-type: none"> <li><input type="checkbox"/> CPPSEC3101 Manage conflict and security risks using negotiation</li> <li><input type="checkbox"/> CPPSEC3121 Control persons using the empty hand technique</li> <li><input type="checkbox"/> HLTAID011 Provide First Aid</li> </ul>
<input type="checkbox"/>	Security Refresher course + Provide First Aid

## CREDIT TRANSFER

Do you wish to apply for Credit Transfer ?

☐

Yes

☐

No

*If yes, Certified copies of transcript from previous qualification must be provided with form, along with a credit transfer application form.*

☐

Yes

☐

No

*I'd like more information*

## RECOGNITION OF PRIOR LEARNING

Do you wish to apply for Recognition of Prior Learning ?

☐

Yes

☐

No

*If Yes, Please select 'Yes' and you will be contacted to discuss this further.*

☐

Yes

☐

No

*I'd like more information*

## EDUCATION AGENT

Name Of Agency

Phone

Agent Name

Email

## PRE-ENROLMENT ANALYSIS

The domestic student Pre-Enrolment Analysis will inform Global Institute of Education about the learner's existing and prior experience, informal learning and formal unit(s) of competency & qualifications held. Also, learners' current Literacy and Numeracy (LLN) skills will be determined to cater training & assessment according to their needs. The analysis will also inform the RTO about your aptitude, anticipations from the qualification and the reasons to undertake the qualification at this RTO.

Please select ☐ "YES" in the comment box if you have read and understood the Purpose statement

Q.1 What made you decide that this is the most suitable COLLEGE for you? (Required field to complete before Global Institute of Education can issue a Letter of Offer )

Q.2 Could you comment on your computer literacy skills by selecting your skill level? Students will be required to use the following technologies at some stage during their studies.

i. Computer / laptop

☐

Low Level

☐

Medium Level

☐

Advanced Level

ii. Operating the Internet

☐

Low Level

☐

Medium Level

☐

Advanced Level

### iii. Microsoft Word (word processing)

☐

Low Level

☐

Medium Level

☐

Advanced Level

- Q.3 Have you undertaken this type of study before? i.e online; face to face; blended ☐ Yes ☐ No
- Q.4 Did you achieve a successful outcome? ☐ Yes ☐ No
- Q.5 Do you have access to reliable internet and email? ☐ Yes ☐ No
- Q.6 Are you comfortable with meeting specific, pre-determined deadlines for the self paced study, training and assessment tasks? ☐ Yes ☐ No
- Q.7 Would you like to discuss any language, literacy or numeracy concerns you may have with Global Institute of Education? ☐ Yes ☐ No

## STUDENT INDEMNITY AGREEMENT

1. I confirm that all personal, educational, and professional information provided to GIE is accurate and truthful.

2. I have read and understood the student handbook, including course progress and attendance requirements.

3. I have read and understood GIE's policies on course cancellation, refunds, and the complaints and appeals process.

4. I understand that the fees are to be paid according to a specified payment plan. Failure to adhere to this payment plan may result in the cancellation of the enrolment.

5. I understand that, under the Data Provision Requirements 2012, GIE is required to collect and disclose my personal information in the enrolment form (including training activity) to the National Centre for vocational Education Research Ltd (NCVER). This information may be used for issuing statement of attainment or qualifications, conducting student surveys, education - related research or regulatory administration.

6. NCVER and other authorised government agencies or researchers will handle this data in accordance with the privacy Act 1988 (C<sup>th</sup>) & VET data policy. I can opt out of any student survey if contacted.

7. I acknowledge that participating in any training, course, or related activities may involve risks and potential hazards. I voluntarily accept any associated risks that may arise from my enrolment and use of the institution's facilities.

8. I agree not to hold GIE liable for any claims related to negligence, contract breaches, or other legal matters. I indemnify GIE against any damage or loss arising from my participation in training courses or use of its facilities.

9. I agree to abide by the rules and regulations of GIE regarding training, facility use, and instructions provided by officials. I acknowledge that GIE reserves the right to suspend or cancel my enrolment if I fail to comply with these rules.

Student Handbook : ☐ I declare I have read and understood the Global Institute of Education Student Handbook

☐

By signing this agreement, I confirm that I have read, understood, and accepted all terms and conditions before commencing my training or using GIE's facilities.

## STUDENT DECLARATION AND CONSENT

Full Name :

Signature :

Date :

## OFFICE USE ONLY

### DOCUMENT CHECKLIST

☐

Copy of passport / driver license

☐

Copy of Visa

☐

Academic Certificates

☐

Local address proof

Upload Application :

*Name the files uploaded*

### PAYMENT DETAILS

Account Name: Global Institute of Education

BSB:014202

Account Number: 150830587

Assessing Officer :

Signature :

Date :



**Brisbane campus: CTC, Room 1.4 Ian Barclay Building, 460–492  
Beaudesert Rd. Salisbury QLD 4107**



**Gold Coast Campus: Suite G03, 9 Bay Street Southport QLD 4215**