

# Enrolment Application Form

## COVID-19 COLLECTION SKILL SET

Please fill in all sections of this enrolment form and return completed and signed to Marr Mooditj Training. If you do not fill in all sections your application will not be processed.

### Student Details

Title  Mr  Mrs  Miss  Ms  Other Gender  Male  Female  Other

Surname \_\_\_\_\_ Given name(s) \_\_\_\_\_

Address \_\_\_\_\_ Suburb \_\_\_\_\_

Postcode \_\_\_\_\_ DOB \_\_\_\_\_ Place of birth \_\_\_\_\_

Home phone \_\_\_\_\_ Mobile phone \_\_\_\_\_

Email address \_\_\_\_\_

### Unique Student Details (USI)

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If you do not have a USI please create one at the following website.

<https://www.usi.gov.au/students/get-a-usi>

### Course Fee Information

**There are no course fees, this course is free.**

The Student tuition fees are indicative only and are subject to change given individual circumstances at enrolment. Additional fees may apply such as Student Services and Resource Fees.

All fees are calculated according to the nominal hours for each unit in the qualification, multiplied by the hourly rate specified by the WA Department of Training & Workforce Development in accordance with the *VET Fees and Charges Policy 2022* (Available at [VET Fees and charges policy: 2022 \(dtdwd.wa.gov.au\)](https://www.dtdwd.wa.gov.au/vet-fees-and-charges-policy-2022)) Detailed unit costs can be provided on request.

## Enrolment Specifications

Below are the specified details for enrolment at Marr Mooditj Training.

Agree to pay the Fees and Charges

To be a subsidised student you must be Aboriginal and/or Torres Strait Islander descent and older than 18 years

To be a student of Marr Mooditj Training you agree to our code of conduct

To be eligible for concession rate you must provide evidence such as Health Care card

Must be a resident of Western Australia

I will need to provide a certified copy of my Police Clearance or a Criminal History Check and Working with Children Check to attend any placements

I will need to provide a copy of my COVID-19 full vaccination certificate

**For Country Students:** To access travel and accommodation you must be an ABSTUDY approved student. You must provide the ABSTUDY statement to Marr Mooditj Training before any travel and accommodation can be arranged.

Are you currently receiving ABSTUDY? **Yes**  **No**

## Language, Literacy and Numeracy

Please tick the boxes that apply for your level of English language, literacy and numeracy (LLN). We need this information to identify whether you need LLN support.

	Very Well	Well	Not very well	Not at all
I can speak/understand English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I can read English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I can write in English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I can do maths	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Support Needs

Do you have any disability, impairment or health condition that might affect your studies or require special support?  Yes  No

If YES, please provide details of the disability/condition(s) and support needed

Disability/Condition	Support required
_____	_____
_____	_____
_____	_____
_____	_____

## Educational Background

Please tick the boxes below to show your secondary (school) and post-secondary (university/vocational) education.

Secondary (tick highest attended)	Post-Secondary (tick all that apply)
Year 12 or equivalent <input type="checkbox"/>	Doctorate <input type="checkbox"/>
Year 11 or equivalent <input type="checkbox"/>	Master's Degree <input type="checkbox"/>
Year 10 or equivalent <input type="checkbox"/>	Bachelor's Degree <input type="checkbox"/>
Year 9 or equivalent <input type="checkbox"/>	Advanced Diploma <input type="checkbox"/>
Year 8 or equivalent <input type="checkbox"/>	Diploma or Associate Diploma <input type="checkbox"/>
Never attended school <input type="checkbox"/>	Certificate IV <input type="checkbox"/>
	Certificate III or Trade <input type="checkbox"/>
Year completed (eg 1961) _____	Certificate II <input type="checkbox"/>

## Employment Status

Please tick the box that best describes your current employment status

Full time	<input type="checkbox"/>
Part time	<input type="checkbox"/>
Employer	<input type="checkbox"/>
Unemployed, seeking full time employment	<input type="checkbox"/>
Unemployed seeking part time employment	<input type="checkbox"/>

If employed please provide your employer's contact details:

Employer Name \_\_\_\_\_

Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Position held \_\_\_\_\_

Employer phone \_\_\_\_\_

Employers email \_\_\_\_\_

Please send an invoice to my employer  Yes  No

## What Are Your Reasons for Doing this Course

Please tick your reasons for doing this course in the boxes below (tick all that apply)

To get a job	<input type="checkbox"/>	It is part of my job requirements	<input type="checkbox"/>
To develop my own business	<input type="checkbox"/>	I want extra skills	<input type="checkbox"/>
To try for a different career	<input type="checkbox"/>	For personal interest/Self development	<input type="checkbox"/>
To get a promotion	<input type="checkbox"/>	Other reasons (write reasons below)	<input type="checkbox"/>

## Previous Enrolments

Is this the first time you have enrolled in a course at Marr Mooditj?  Yes  No

If NO, did you complete the course?  Yes  No

Please list the courses in which you have previously enrolled, and approximate date(s)

Course	Date

## Privacy Notice & Declaration

Under the *Data Provision Requirements 2012*, **Marr Mooditj Training** 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 the personal information contained on this enrolment form), may be used or disclosed by **Marr Mooditj Training** for statistical, administrative, regulatory and research purposes. **Marr Mooditj Training** may disclose your personal information for these purposes to:

- Commonwealth and State or Territory government departments and authorised agencies; and
- NCVER.

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

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

You may receive a student survey which may be administered by a government department or NCVER employee, agent or third party contractor or other authorised agencies. Please note you may opt out of the survey at the time of being contacted.



NCVER will collect, hold, use and disclose your personal information in accordance with the *Privacy Act 1988* (Cth), the National VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at [www.ncver.edu.au](http://www.ncver.edu.au)).

## How Did You Hear About Us?

Newsletter  Radio  Word of Mouth  Family/Friend  Facebook  Website  Job Network  Other \_\_\_\_\_

## Declaration

**I certify that the information provided in this application are true and correct.**

**STUDENT SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

## Submit Your Application to:

MARR MOODITJ TRAINING INC

PO BOX 1030, BENTLEY DELIVERY CENTRE, WA 6983

Phone: (08) 9351 9344 Fax: (08) 9350 6830

Email: [reception1@marmooditj.com.au](mailto:reception1@marmooditj.com.au)

## Application Process

1. A letter of acknowledgement will be sent by mail to you within 2 working days of receipt of your application. If you have not received an acknowledgement please telephone Marr Mooditj Training.
2. Marr Mooditj Training will process your application within 5 working days, and upon successful application, will send you a confirmation of your enrolment.
3. Applicants may be encouraged to complete Language, Literacy and Numeracy training prior to enrolment in the course of their choice.



**OFFICE USE ONLY**

**Name and signature of person receiving application.**

\_\_\_\_\_  
Name Signature Date

**Name and signature of person sending acknowledgement letter.**

\_\_\_\_\_  
Name Signature Date

**Application approved  Application Not Approved**

**Name and signature of person approving application and sending confirmation of enrolment letter.**

\_\_\_\_\_  
Name Signature Date