# Domestic Student Application Form

<table>
<thead>
<tr>
<th>Qualification or Unit Name and code</th>
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<tbody>
<tr>
<td>Course Start Date</td>
<td>Course deposit</td>
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</tbody>
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## Personal Details

1. **Enter your full name**
   - **Family name (surname)**
   - **Given names**
   - **Title**
   - **Mr/Mrs/Miss/Ms/Dr** (please circle)

2. **Enter your birth date**
   - **Day/month/year**

3. **Sex (Tick ONE box only)**
   - □ Male
   - □ Female

4. **Telephone number**
   - **Mobile number**

5. **Email**

6. **Emergency contact name**
   - **Emergency contact number**

4. **What is the address of your usual residence?**
   Please provide the physical 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’s or territory’s ‘rural property addressing’ or ‘numbering’ system as your residential street address.

   - **Building/property name:**
   - **Flat/unit details:**
   - **Street name:**
   - **Suburb, locality or town:**
   - **State/Territory:**
   - **Postcode:**

5. **What is your postal address**
   - **Building/property name:**

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<table>
<thead>
<tr>
<th>Flat/unit details:</th>
<th>Street or Lot Number (e.g. 205 or Lot 118):</th>
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<tbody>
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<tr>
<th>Street name:</th>
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<th>Suburb, locality or town:</th>
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**Employment Details**

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<th>Name of the workplace</th>
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<tr>
<th>Your position</th>
<th>Phone</th>
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<table>
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<tr>
<th>Business Address</th>
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<table>
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<th>Email</th>
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<table>
<thead>
<tr>
<th>Supervisor Name</th>
<th>Position</th>
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**Unique Student Identifier**

From 1 January 2015, we Training Australia First 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 for it directly at [http://www.usi.gov.au/create-your-USI/](http://www.usi.gov.au/create-your-USI/)

6. **Enter your Unique Student identifier (if you already have one)**

```
Unique student identifier

If you would like us Training Australia First to apply for a USI on your behalf you must authorise us to do so and declare that you have read the privacy information at [http://www.usi.gov.au/Training-Organisations/Documents/Privacy Notice.pdf](http://www.usi.gov.au/Training-Organisations/Documents/Privacy Notice.pdf)

I [NAME] ..............................................................authorise

Training Australia First to apply pursuant to sub-section 9(2) of the Student Identifiers Act 2014, for a USI on my behalf. I have read and I consent to the collection, use and disclosure of my personal information pursuant to the information detailed at


[SIGNATURE] ..............................................................DATE]
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<table>
<thead>
<tr>
<th>Document Name</th>
<th>Domestic Student Application Form</th>
<th>Issued:</th>
<th>Jan 2015</th>
<th>Ver 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorised by CEO</td>
<td>RTO # 40953</td>
<td>Review:</td>
<td>24 months</td>
<td></td>
</tr>
<tr>
<td>© Training Australia First Pty Ltd ABN: 23 168 053 825</td>
<td></td>
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<td>Page 2 of 6</td>
</tr>
</tbody>
</table>
## Language and Cultural Diversity

7. In which country were you born?
   - Australia
   - Other please specify: ___________________________________  

8. Do you speak a language other than English at home? *(If more than one language, indicate the one that is spoken most often.)*
   - No, English only (English only - Go to Question 10)
   - Yes, other. Please specify ________________________________  

9. How well do you speak English?
   - Very well
   - Well
   - Not well
   - Not at all

10. Are you of Aboriginal or Torres Strait Islander origin?
    - No
    - Yes, Aboriginal
    - Yes, Torres Strait Islander

## Disability

11. Do you consider yourself to have a disability, impairment or long-term condition?
   - Yes
   - No
   - No - Go to Question 13

12. If you indicated the presence of a disability, impairment or long-term condition, please select the area(s) in the following list:
    - Hearing/Deaf
    - Physical
    - Intellectual
    - Learning
    - Mental Illness
    - Acquired Brain Impairment
    - Vision
    - Medical Condition
    - Other

## Schooling

13. What is your highest COMPLETED school level? *(Tick ONE box only.)*
   - Year 12 or equivalent
   - Year 11 or equivalent
   - Year 10 or equivalent
   - Year 9 or equivalent
   - Year 8 or below
   - Never attended school

   Never attended school – Go to Question 14

14. In which year did you complete that school level
   ________________________________________________________

15. Are you still attending secondary school?
   - Yes
   - No

## Previous Qualifications Achieved

16. Have you SUCCESSFULLY completed any of the following qualifications (see right)?
   - Yes
   - No - Go to Question 18

17. If YES, please place an A, E or I on the applicable row below (A= Australian Qualification, E= Australian Equivalent, I= International).
   - Bachelor Degree or Higher Degree
   - Advanced Diploma or Associate Degree
   - Diploma (or Associate Diploma)
   - Certificate IV (or Advanced Certificate/Technician)
   - Certificate III (or Trade Certificate)
   - Certificate II
   - Certificate I
   - Certificates other than the above
Do you wish to apply for Credit Transfer or Recognition?

| Yes – Credit Transfer or National Recognition. Certified copies of transcripts from previous qualifications must be provided with this form. |
| Yes – Recognition of Prior Learning. An RPL Application Form must also be submitted with this form. |
| No |

### Employment

18. Of the following categories, which BEST describes your current employment status? (Tick ONE box only)

- Full-time employee
- Part-time employee
- Self-employed - not employing others
- Employer
- Employed - unpaid worker in a family business
- Unemployed - seeking full-time work
- Unemployed - seeking part-time work
- Not employed - not seeking employment

### Study Reason

19. Of the following categories, which BEST describes your main reason for undertaking this course/traineeship/apprenticeship? (Tick ONE box only.)

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

### Employment Industry

20. If you are currently employed, please select the Industry of Employment the most appropriate for you (Tick ONE box only). *Leave blank if not employed.*

- Agriculture, Forestry and Fishing
- Mining
- Manufacturing
- Electricity, Gas, Water and Waste Services
- Construction
- Wholesale Trade
- Retail Trade
- Accommodation and Food Services
- Transport, Postal and Warehousing
- Information Media and telecommunications
- Financial and Insurance Services
- Rental, Hiring and real Estate Services
- Professional, Scientific and Technical Services
- Administrative and Support Services
- Public Administration and Safety
- Education and Training
- Health Care and Social Assistance
- Arts and recreation

21. Please choose the occupation identifier that best describes your role (Tick ONE box only). *Leave blank if not employed.*

- Manager
- Professionals
- Technicians and Trades Workers
- Community and personal Service Workers
- Clerical and Administrative Workers
- Sales Workers
- Machinery Operators and Drivers
- Labourers
**Victorian Student Number**
This section only needs to be completed for students who are up to 24 years old.

Since 2009 in schools and since 2011 for vocational education and training (VET) organisations and Adult Community Education providers, a Victorian Student Number (VSN) has been allocated upon enrolment to each individual student aged up to 24 years.

Students should report their VSN on all subsequent enrolments at a Victorian school or training organisation. In particular, all students who are currently enrolled in either a VET provider or a Victorian school (including those already participating in a VET in schools program) should obtain their VSN from their current education or training organisation and report their VSN on this enrolment form.

*Students who are enrolling for the first time since the VSN was introduced will get a new VSN.*

<table>
<thead>
<tr>
<th>22. Enter your Victorian Student Number (VSN)</th>
<th>__ __ __   __ __ __   __ __ __</th>
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<tbody>
<tr>
<td>If you have entered your VSN you do not need to answer the following questions.</td>
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</table>

23. Have you attended any Victorian school since 2009 or done any training with a vocational education and training (VET) registered training organisation or an Adult and Community Education provider in Victoria since 2011?

- ☐ No – I have not attended a Victorian school since 2009 or a TAFE or other VET training provider since the beginning of 2011.
- ☐ Yes – I have attended a Victorian school since 2009.
- ☐ Yes – I have participated in training at a TAFE or other training organisation since the beginning of 2011. List the most recent training organisations with which you have participated in training in Victoria since 2011 (List up to 3 training organisations)
  1. 
  2. 
  3. 

**Privacy Statement**

I understand that Training Australia First is required to provide the Government, through the Department of Education and Early Childhood Development, with student and training activity data which may include information I provide in this application form. Information is required to be provided in accordance with the Victorian VET Student Statistical Collection Guidelines (which are available at http://www.education.vic.gov.au/training/providers/rto/Pages/datacollection.aspx). The Department may use the information provided to it for planning, administration, policy development, program evaluation, resource allocation, and reporting and/or research activities. For these and other lawful purposes, the Department may also disclose information to its consultants, advisers, other government agencies, professional bodies and/or other organisations. I have been advised by the training organisation that I may be contacted and requested to participate in a National Centre for Vocational Education Research survey or a Department-endorsed project or audit or review.

The Education and Training Reform Act 2006 requires Training Australia First to collect and disclose my personal information for a number of purposes including the allocation to me of a Victorian Student Number and updating my personal information on the Victorian Student Register.

For information about how Training Australia First collects, uses and discloses your personal information generally, including how you can make a complaint about a breach of privacy, please refer to Training Australia First’s privacy policy which can be found at www.taf.edu.au

For more information in relation to how student information may be used or disclosed please contact Training Australia First’s Privacy Officer on phone (03) 9357 9119 or email info@taf.edu.au
### Signatures

I acknowledge and agree to the terms described in the privacy statement above and confirm that the information provided on this form is true, correct and accurate.

<table>
<thead>
<tr>
<th>Student Signature:</th>
<th>Date:</th>
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<tbody>
<tr>
<td>Printed Name:</td>
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### Signatures

I further acknowledge and provide unconditional consent to my testamur and/or photographs to be used in newspaper, poster, television, flyer and/or any other marketing whilst I am a current or former student. Please tick:

- [ ] YES
- [ ] NO

<table>
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### Signatures

If the student is under 18 years of age, please also have this section completed.

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