VET Student Enrolment Form



Fill in and hand in to the class teacher

Student Details:			
Name:			
Registered Training Organisation (RTO) details:			
School RTO Name:	Nambour State College		
National Provider No.	30084		
Address	Coronation Ave, PO Box 79, Nambour Qld 4560		
Contact Name:	Angela Hix, RTO Manager		
Training Details:			
Qualification Name:			
National Code:			
Commencement Date:		Planned Completion Date:	
Competencies being undertaken:			
Code:	Name:		

School Responsibilities

"The School must have certain teachers and equipment to run this course. If the School loses access to these resources, it will provide students with alternative opportunities to complete the course and the related qualification. The School retains the right to cancel the course if it is unable to meet requirements."

If a student enrols late into a Vocational Education and Training course, that student may not complete all competencies to enable them to attain the full qualification. If this is the case, the student will receive a Statement of Attainment outlining the competencies they have completed.

The School will issue certification documentation either at the end of Year 12 or when a student exits Nambour State College.

Version: 20th Jan 2022 Review: 20th Jan 2023

Authorisation: RTO Manager

Acknowledgement: ViSE

Student Responsibilities

I acknowledge that I have been provided with a *VET Student Handbook*. I acknowledge that I have read this Handbook and understand that I can access further information on these topics should I wish to do so from my Vet Teacher/s or the RTO Manager. I also understand that this information is available on the School's Website

https://namboursc.eq.edu.au/Curriculum/Vocationaleducation/Pages/Vocationaleducation.aspx

Privacy Notice

Under the *Data Provision Requirements 2012*, **Nambour State College** 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 **Nambour State College** for statistical, administrative, regulatory and research purposes. **Nambour State College** 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).

Student Declaration and Consent

I declare that the information I have provided to the best of my knowledge is true and correct.

I agree to my results being shared with QCAA, certification	DET and any other organisation related to
STUDENT SIGNATURE	. DATE

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