

Accredited - Application Form

Qualification Code: NECGDC004

Qualification Title: Grid Connect

RTO Code: 21098

PERSONAL DETAILS

Title:	Mr
First Name:	Charlie
Surname:	Cayzer
Known By:	
Gender:	Male
Date of Birth:	07 Jun 2002
Address:	27/140 Country Club Drive
Suburb:	Safety Beach
State:	Victoria
Postcode:	3936
Postal Address	Same as above
Home Phone:	
Mobile:	0411-760-679
Email:	charliecosie@gmail.com

EMERGENCY CONTACT

First Name:	Mandy
Surname:	Biksas
Number:	0421257365
Relationship:	Mum

AVETMISS Data

LABOUR STATUS

The following category best describes your current employment status:

Full time employee

NATIONALITY AND LANGUAGE DETAILS

Country of Birth	Australia
Indigenous Status?	No, Neither Aboriginal nor Torres Strait Islander
Do you speak a language other than English at home?:	English

EDUCATION AND PRIOR LEARNING DETAILS

Are you still attending secondary school?	No
What was your highest completed school level?	Year 11
Have you successfully completed any of the following qualifications?	Yes
	Certificate III
Is your qualification Australian?	Australian qualification

DISABILITY DETAILS

Do you consider yourself to have a disability, impairment or long term condition?	No

CREDIT TRANSFER/RPL

I wish to apply for Credit Transfer/RPL:	No
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UNIQUE STUDENT IDENTIFIER

Unique Student Identifier (USI)?	VHAF4RG6UF
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ENROLMENT AVETMISS DETAILS

Which best describes your main reason for undertaking the program / apprenticeship?	I wanted extra skills for my job
Which classification best describes the industry of current or previous employer?	Electricity, Gas, Water and Waste Services
Which role best describes your current or recent occupation?	Technicians and Trades Workers

HOW DID YOU HEAR ABOUT US?

How did you hear about us?	
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LANGUAGE, LITERACY OR NUMERACY

I need assistance with Language, Literacy or Numeracy or other support to enable me to complete this training:	No
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VET Data Privacy Notice

How we collect your personal information

When you enrol as a student in a vocational education and training (VET) course, your registered training organisation (RTO) collects personal information so they can process and manage your enrolment.

Your RTO may be required by law (under the *National Vocational Education and Training Regulator Act 2011* (Cth) (the NVETR Act)) to disclose the personal information collected about you to the National Centre for Vocational Education Research Ltd (NCVER). NCVER is the National VET Data Custodian and is responsible for collecting, managing, analysing and communicating research and statistics about the Australian VET sector.

The NCVER is authorised by law (under the NVETR Act) to disclose your personal information to us, the Department of Employment and Workplace Relations (the department).

How we handle and use your personal information

The department is authorised by law, including the *Privacy Act 1988* (Cth) (the Privacy Act) and the NVETR Act to collect, use and disclose your personal information to fulfil specified functions and activities, including:

- administering VET, such as program administration, regulation, monitoring and evaluation
- facilitating statistics and research relating to education, including surveys and data linkage
- understanding how the VET market operates, for policy, workforce planning and consumer information

The department is also authorised by law (under the NVETR Act) to disclose your personal information to:

- another Commonwealth authority
- a person engaged by the Secretary of the department to carry out an activity on behalf of the department

if that authority or person satisfies any prescribed information safeguard rules for such a disclosure.

The department may be authorised by law to share 'Public Sector Data' with third parties, including under the *Data Availability and Transparency Act 2022* (Cth) (DAT Act). 'Public Sector Data' is defined in the DAT Act to mean 'data lawfully collected, created or held by or on behalf of a Commonwealth body...' and therefore includes any data collected by the department as part of performing VET related functions.

For information about the department's broader approach to handling personal information across all the areas it administers, please see the [department's privacy policy](#).

To correct your information

If you would like to seek access to or correct your personal information, in the first instance, please contact NECA Education and Careers.

To make a complaint or ask a question

If you think we may have breached your privacy you may make a complaint at privacy@dewr.gov.au. To ensure that we fully understand the nature of your complaint and the outcome you are seeking, we prefer that you make your complaint in writing.

For further information about our complaint handling processes please see our [Privacy Complaint Handling Procedures](#).

If you wish to ask a question about this VET Data Privacy Notice please email VET-DataPolicy@dewr.gov.au.

PRE-REQUISITE DECLARATION

☒ [YES] I confirm I have the pre-requisites and will bring the originals or certified copies on the first day of my course

ALL STUDENTS MUST READ, SIGN AND DATE

☒ [YES] **PRIVACY DECLARATION** - The information being sought in this form is collected for the purposes of processing your enrolment application. The information will be held by **NECA Education & Careers** and may be accessed and used by people employed or engaged by **NECA Education & Careers** in the delivery of services to you. The information may be used or disclosed to organizations outside **NECA Education & Careers** where permitted by relevant Privacy Legislation. The provision of the information is voluntary, however if this information is not provided **NECA Education & Careers** may be unable to process your enrolment application. You have a right of access to, and correction of, your personal information in accordance with the Privacy Legislation and **NECA Education & Careers** Privacy Policy. Please direct any enquiries you may have in relation to this matter to **NECA Education & Careers** Privacy Office.

☐ [] I have read and understand the Privacy Notice and Student Declaration

☐ [] **ENROLMENT DECLARATION** - I declare that the information I have provided on this enrolment form is true and complete and I can produce documents to verify this if required. I hereby agree to abide by the Code of Conduct and the regulations of NECA Education & Careers. I understand that if any of this information is found to be incorrect or untrue it may result in the terms and conditions of my enrolment being null and void.

☐ [] **DOCUMENTS RECEIVED** - I declare that I have received and been briefed on the Student Manual and understand my requirements outlined within the document

☐ [] The Fees & Payment Policy Guide was explained and provided to me prior to the confirmation of my enrolment

☐ [] Do you agree to receive communications from NECA Education & Careers throughout the year?

☐ [] I have read and understand the USI Privacy Statement & NECA Education & Careers Privacy Statement in the Student Manual & Policy Guide

STUDENT DECLARATION AND CONSENT

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

☐ [] I consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice above.

Student Name: Charlie Cayzer

Signature:

Date: 04/07/2024

Parent / Guardian Name:

Signature:

Date: / /

Parental/guardian consent is required for all students under the age of 18

OFFICE USE ONLY

PROGRAM DETAILS (Accredited)

<input type="checkbox"/>	Battery Storage
<input type="checkbox"/>	Optical Fibre
<input type="checkbox"/>	Construction Induction Card
<input type="checkbox"/>	CPR + LVR
<input type="checkbox"/>	First Aid
<input type="checkbox"/>	Grid Connect
<input type="checkbox"/>	Open Registration
<input type="checkbox"/>	Structured and Coax Cabling
<input type="checkbox"/>	Cert IV of Project Management Practice
<input type="checkbox"/>	Diploma of Project Management Practice

Group Name:	Grid Connect 09AUG2024
Start Date:	09/08/2024
End Date:	18/08/2024

<input type="checkbox"/>	Government subsidised:	Rates per SCH:
<input type="checkbox"/>	Government subsidised - concession:	Rates per SCH:
<input type="checkbox"/>	Full fee service:	Rates per SCH:
<input type="checkbox"/>	Resources & Amenities Fee:	Rates per SCH:

SIGN OFF

Sign and date to confirm the following:

<input type="checkbox"/>	Provided the student with a copy of the student manual and policy guide
<input type="checkbox"/>	Explained the privacy policy and reporting
<input type="checkbox"/>	A copy of prerequisites (if applicable) has been retained
<input type="checkbox"/>	VET DATA USE STATEMENT AND RTO DECLARATION AND UNDERSTANDING

Under the National Vocational Education and Training Regulator (Data Provision Requirements) Instrument 2020 and National VET Data Policy (which includes the National VET Provider Collection Data Requirements Policy at Part B), Registered Training Organisations are required to collect and submit data compliant with AVETMISS for the National VET Provider Collection for all Nationally Recognised Training. This data is held by the National Centre for Vocational Education Research Ltd (NCVER), and may be used and disclosed for purposes that include:

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

NCVER is authorised by the National Vocational Education and Training Regulator Act 2011 (NVETR Act) to disclose to the following bodies, personal information collected in accordance with the Data Provision Requirements or any equivalent requirements in a non-referring State (Victoria or Western Australia), for the purposes of that body:

- a VET regulator (the Australian Skills, Quality Authority, the Victorian Registration and Qualifications Authority or the Training Accreditation Council Western Australia)
- the Australian Government Department of Education, Skills and Employment
- another Commonwealth authority
- a state or territory authority (other than a registered training organisation) that deals with or has responsibility for matters relating to VET.

NCVER may also disclose personal information to persons engaged by NCVER to conduct research on NCVER's behalf.

RTO Declaration and Understanding

I declare that the information provided in this data submission is accurate and complete.

I understand that information provided in this data submission about client training and outcomes may appear on authenticated VET transcripts.

I understand that:

- information provided in this data submission will only be used, accessed, published and disseminated according to the [National VET Data Policy](#)
- if that information also includes personal information, the [Privacy Act 1988](#), the Australian Privacy Principles and the National Vocational Education and Training Regulator Act 2011 regulate the collection, use or disclosure of personal information.

I understand that:

- information provided in this data submission may be used for the purposes outlined above, and
- identified RTO level information that supports consumer information (on My Skills for example), transparency and understanding of the national VET market may be published in reports, tables and a range of other data products, including data cubes and websites.

Name: _____

Position: _____

Signature: _____

Date: _____ / ____ / ____