



## International Student Application Form

### Intended Course(s)

- AUR30320 Certificate III in Automotive Electrical Technology (CRICOS: 105046B)
- AUR30620 Certificate III in Light Vehicle Mechanical Technology (CRICOS: 103671D)
- AUR40216 Certificate IV in Automotive Mechanical Diagnosis (CRICOS: 091661J)
- AUR40620 Certificate IV in Automotive Electrical Technology (CRICOS: 103588K)
- AUR50216 Diploma of Automotive Technology (CRICOS: 105047A)
- HLT35021 Certificate III in Dental Assisting (CRICOS: 106096F)
- HLT55118 Diploma of Dental Technology (CRICOS: 0100881)
- CHC43015 Certificate IV in Ageing Support (CRICOS: 106553H)
- CHC52021 Diploma of Community Services (CRICOS: 114210J)
- HLT54121 Diploma of Nursing (CRICOS: 112337K)

Proposed Intake Month

### Personal Details

Title:  Mr.  Mrs.  Ms.  Dr.  Other      Gender:  Male  Female  
Family name (as in passport):       Given name(s):   
Date of Birth (dd/mm/yy):       Nationality (as per passport):

### Contact Details in Home country

Address:       Country:       Post Code:   
Telephone/ Mobile:       Email:

### Contact Details in Australia

Address:       State:       Post Code:   
Telephone/ Mobile:       Email:

### Emergency Contact Details

Name:       Phone Number:   
Address:       Relationship to Applicant:

### Visa Information

Passport Number:       Expiry Date:   
Visa Type:       Subclass:       Expiry Date:

What type of visa will you be holding when you commence your studies?

Student       Working Holiday       Tourist       Other

Have you applied to become a permanent residence of Australia?       Yes       No

If yes, date of application (dd/mm/yy):

### USI Information (Unique Student Identifier)

USI Number:



If you do not have USI yet, please go to [www.usi.gov.au](http://www.usi.gov.au) to apply for it. If you are a new or continuing student undertaking nationally recognised training, you need a USI in order to receive your qualification or statement of attainment.

## Language and Cultural Diversity

- In which country were you born?  Australia  Other – Please specify:
- Do you speak a language other than English at home?  No  Yes – Please specify:
- How well do you speak English?  Very well  Well  Not well  Not at all
- Are you of Aboriginal or Torres Strait Islander origin?  No  Yes – Please specify:

## Previous Education

- Have you done your schooling?  Yes  No
- Highest Qualification:
- Name of Institute:  Completed Year:

## Disability

- Do you have any of the following disabilities, impairments or long-term conditions?  Yes  No
- If 'Yes', then please indicate the areas of disability, impairment or long-term condition:
- Hearing/Deaf  Physical  Intellectual  Acquired Brain Impairment
- Mental Illness  Vision  Medical Condition  Other

## Employment

- Of the following categories, which BEST describes your current employment status?
- Full-time employee  Part-time employee  Self-employed  Employer
- Employed in a family business  Unemployed - seeking work  Not employed - not seeking employment

## Study Reason

- Of the following categories, which BEST describes your main reason for undertaking this course?
- 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
- To get into another course of study  For personal interest or self-development
- Other reasons

## RPL/Credit

- Are you seeking recognition of prior learning (RPL) or course credit transfer?  Yes  No
- If 'Yes', then please contact training manager for further details about the RPL/CT process

## Transferring student information: (if applicable)

- Are you transferring from another education provider in Australia?  Yes  No
- If 'Yes', then have you completed the first 6 months of your principal course?  Yes  No
- Name of Institute:
- If you currently enrolled in another institute in Australia please provide release letter.

## Education Agent Details

If you were referred by an Education Agent, please provide details below.

**Agent Name/Business Name:**

As an approved agent of Menzies Institute of Technology, I am also certifying that I have verified all the original documents of the student.

**Signature** \_\_\_\_\_

## Privacy Notice

Under the Data Provision Requirements 2012, Menzies Institute of Technology Pty. Ltd. 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 and your training activity data) may be used or disclosed by Menzies Institute of Technology for statistical, regulatory and research purposes. Menzies Institute



of Technology may disclose your personal information for these purposes to third parties. This practice is also required by the ESOS Act and the ESOS National Code 2018. including:

- School: if you are a secondary student undertaking VET, including a school-based apprenticeship or traineeship
- Employer: if you are enrolled in training paid by your employer
- Commonwealth and State or Territory government departments and authorized agencies
- NCVET
- Researchers

Personal information disclosed to NCVET may be used or disclosed for the following purposes:

- Issuing a VET Statement of Attainment or VET Qualification, and populating Authenticated VET Transcripts
- Facilitating statistics and research relating to education, including surveys
- 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 an NCVET student survey which may be administered by an NCVET employee, agent or third-party contractor. You may opt out of the survey at the time of being contacted.

NCVET will collect, hold, use and disclose your personal information in accordance with the Privacy Act 1988 (Cth), the VET data policy and all NCVET policies and protocols (including those published on NCVET’s website at [www.ncvet.edu.au](http://www.ncvet.edu.au)).

**Student Declaration and Consent**

I, (student name) \_\_\_\_\_,

Declare that the information I have provided to the to the best of my knowledge is true and correct. I further declare that I have gone through the following policies and procedures available on <https://menzies.vic.edu.au/students/terms-and-conditions/>

- **Admissions Policy and Procedure**
- **Complaints and Appeals Policy and Procedure**
- **Course Progress Policy and Procedure**
- **Deferring, Suspending and Cancelling Policy and Procedure**
- **Refund Policy and Procedure** *(All refunds will be in accordance with the policy and refund arrangements defined in Agreement)*
- **RPL and Credit Transfer Policy and Procedure**
- **Student Support Services and Welfare Policy and Procedure**
- **Course Transfer Policy and Procedure**

**I Consent to the collection use and discloser of my personal information in accordance with the Privacy Notice Above.**

Applicant Name

Applicant Signature

Date..... / ..... / .....



**Document Checklist**

- Passport bio-data pages**
- IELTS/PTE (or other English Language test) Results (if applicable)**
- Evidence of highest academic qualifications**
- Copy of current Australian Visa (if applicable)**
- OSHC Certificate (if applicable)**