

TAFE Queensland - "Anything is possible with TAFE"

Continuing Student - Personal Details Check

- Listed below are the student details TAFE have on record for you.
- If any of these details are incorrect, missing or your circumstances have changed please PRINT the new information in the right hand column.

Outstanding fees must be paid - or enrolment will be refused

Outstanding	Student number
\$	

Gender _____

DOB _____

Record any changes to your details below

Enter Code (See back for Code list)

Citizenship		
Name		
Postal Address		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Home Address		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Home phone number		()
Home fax number		()
Mobile phone number		()
E-mail Address		
Current employment situation		<input type="checkbox"/> Enter Code (See back for Code list)
Employer Details	Company name	
	Contact	
	Address	
	Phone	()
	Fax	()
	E-mail	
What is your highest completed school level and the year completed?	Year 12 <input type="checkbox"/> Year 9 or equivalent <input type="checkbox"/> Year 11 <input type="checkbox"/> Year 8 or lower <input type="checkbox"/> Year 10 <input type="checkbox"/> Did not go to school <input type="checkbox"/>	Year Completed <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Are you still attending secondary school? Grade? Secondary school name?	No <input type="checkbox"/> Yes <input type="checkbox"/>	Grade <input type="text"/> <input type="text"/>
Since leaving school have you successfully completed any qualifications?	No <input type="checkbox"/> Yes <input type="checkbox"/>	See back for Code list <input type="text"/> <input type="text"/> <input type="text"/>
Student Objects to Disclosure? (See over)	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Emergency contact name and phone number		()
Relationship of emergency contact		
Do you consider yourself to have a disability, impairment or long-term condition?	No <input type="checkbox"/> Yes <input type="checkbox"/>	Enter Code/s (See back for Code list) <input type="text"/> , <input type="text"/> , <input type="text"/> , <input type="text"/>

STUDENT DECLARATION *(please read carefully)*

- I agree to abide by the TAFE Queensland Rules and Regulations and Institute Policy (available from the institute) and acknowledge that facilities made available for my use will be used only in accordance with the principles of proper use and relevant rules.
- I confirm the accuracy of the information provided.
- I understand I must provide evidence of concession eligibility at the time of enrolment. Subsequent evidence will not be accepted.**

If under the age of 18 years, this form must be signed by a parent/guardian to complete this enrolment. This includes consent for the student to have access to the Internet through TAFE Queensland.

Student's Signature: _____ / /
Date

Parent/Guardian's Signature: _____ / /
(If student under 18 years) Date

Issues may arise beyond the institute's control which affect its ability to deliver programs. Whilst every effort will be made to conduct all programs as advertised, the institute reserves the right to change or otherwise revise any program related issues including programs offered, class timetables, class locations and teacher allocations. The institute will make every reasonable attempt to advise students of any changes made to their selected program. The details in this document are correct at the time of printing.

Codes

Relevant code to be entered on front

Citizenship

- 1 Australian Citizen
- 2 New Zealand Citizen
- 3 Australian Permanent Resident
- 4 Student Visa
- 5 Temporary Resident Visa
- 6 Visitor's Visa
- 7 Business Visa
- 8 Holiday Visa
- 9 Other Visa

Employment

- 1 Employed full time by someone else
- 2 Employed part time or casual by someone else or school based apprentice
- 3 Self employed - not employing other people
- 4 Employer - someone who employs other people
- 5 Employed unpaid family worker
- 6 Unemployed - looking for full time work
- 7 Unemployed - looking for part time work
- 8 Not employed - not looking for employment

Previous Qualifications

- 0 0 8 Bachelor Degree or Higher Degree
- 4 1 0 Advanced Diploma or Associate Degree
- 4 2 0 Diploma (or Associate Diploma)
- 5 1 1 Certificate IV (or Advanced Certificate)
- 5 1 4 Certificate III (or Trade Certificate)
- 5 2 1 Certificate II
- 5 2 4 Certificate I
- 9 9 0 Certificates other than above

Disclosure

Educational authorities such as TAFE Queensland and the National Centre for Vocational Education Research, conduct surveys of past and existing students for customer satisfaction, improvement and marketing purposes. If you have any objection to being contacted, please tick box on page one.

Privacy Statement

Personal information collected as a result of your enrolment will be used by the Department for general student administration and vocational education and training administration and regulation; as well as departmental planning, reporting, communication, research, evaluation, financial administration (including debt recovery), auditing and marketing. Only authorised departmental officers have access to this information. • Your personal information may be disclosed to Australian and State Government authorities and agencies. • Your personal information may be shared with other Queensland TAFE Institutes in which you enrol or apply to enrol. • If you are a school based apprentice or trainee, your personal information, attendance details, progress and results will be disclosed to your school and the Queensland Studies Authority. Your results may be disclosed to the Queensland Tertiary Admissions Centre. • If you are an apprentice/trainee, your personal information, attendance details, progress and results will be disclosed to your employer or host employer. • If you are under the age of 18 years your personal information, attendance details, progress and results may be disclosed to your parent/guardian. • If you are studying at a Queensland Institute of TAFE towards your secondary education, your personal information, attendance details, progress and results will be disclosed to your school, Queensland Studies Authority and Education Queensland. • No further access to your enrolment information will be provided without your consent, unless authorised by the Information Privacy Principles in Information Standard 42 or as required by law.

Disability Type Definitions

These definitions may be useful for you to complete the Disabilities section on the front of this form.

Hearing/Deaf

Code 11

Hearing impairment is used to refer to a person who has an acquired mild, moderate or even severe or profound hearing loss. A person who is deaf has a severe or profound hearing loss and mainly relies upon vision to communicate.

Physical

Code 12

A physical disability affects the mobility or dexterity of a person and may include a total or partial loss of a part of the body. For example amputation, arthritis, cerebral palsy, multiple sclerosis, muscular dystrophy, paraplegia, quadriplegia, or post-polio syndrome.

Intellectual

Code 13

Low general intellectual functioning and difficulties in adaptive behaviour.

Learning

Code 14

Significant difficulties in the acquisition and use of listening, speaking, reading, writing, reasoning, or mathematical abilities.

Mental Illness

Code 15

Psychological and physiological symptoms that cause a person suffering or distress and which represent a departure from a person's usual pattern and level of functioning.

Acquired Brain Impairment

Code 16

Acquired Brain Impairment is injury to the brain that results in deterioration in cognitive, physical, emotional or independent functioning. Acquired Brain Impairment can occur as a result of trauma, hypoxia, infection, tumour, accidents, violence, substance abuse, degenerative neurological diseases or stroke. These impairments may be either temporary or permanent and cause partial or total disability or psychosocial maladjustment.

Vision

Code 17

A partial loss of sight causing difficulties in seeing up to and including blindness.

Medical Condition

Code 18

Medical condition is a temporary or permanent condition that may be hereditary, genetically acquired or of unknown origin. For example AIDS, cancer, chronic fatigue syndrome, crohn's disease, cystic fibrosis, asthma and diabetes.