

Example of required documentation for On-line applications

This document is to assist students in preparing for the online application process.

The information below is all required to be completed when submitting your online application.

The VETiS programs are extremely competitive, therefore it is recommended that students provide as much evidence as possible to support the application. Students will need:

- School Curriculum & Standards Authority (SCSA) number
(This can be found on your school report or speak with your VET in Schools Coordinator)
- Unique Student Identifier (USI) number (If you have not already created the USI then you will need to visit this website first www.usi.gov.au/students/create-your-USI)
- Most recent school report in an electronic format ie PDF
- Parent/guardian email address
- Parent/guardian mobile phone number

Additional information that students may want to consider having available when completing their application include:

- Resume
- Volunteer work
- References
- Certificates (leadership, sporting, first aid etc)
- supporting information

As we will be offering students wherever possible their first preference it is important that you think carefully about how you preference selections of their courses.

Please note – this is an example of the required documentation - we will not accept any paper based applications.

STUDENT INFORMATION

Title: *(Mr, Miss, Ms)

First Name: *

Middle Name:

Surname: *

Address: *

Suburb: *

Postcode: *

Email Address:

Home Ph:

Student Mobile No:

Date of Birth: *

Day Month: Year

Gender: * Male or Female

Australian Citizen or Permanent Resident: * Yes or No

If no, please indicate Visa Document Number and sub-class:

Are you of Aboriginal or Torres Strait Islander origin? *

Yes No Both

In which country were you born? *

Australia or Other Please specify:

PHYSICAL OR MEDICAL CONDITIONS

Do you have any physical or medical conditions? *

Yes No

Do you have any allergies? * Yes No

Do you consider yourself to have a disability, impairment or long term condition? *

Yes No

If yes to any of the above, please provide details:

LANGUAGE

Do you mainly speak English at home? *

English Other

Do you speak a language other than English at home? (If more than one language, indicate the one spoken most often) *

No, English only

Yes, Other

How well do you speak English? * Very well Well Not well Not at all

Do you intend to seek help with English? * Yes No

EMPLOYMENT

Of the following categories, which BEST describes your current employment status? *

- 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

Of the following categories, which BEST describes your main reason for undertaking this course/ traineeship/ apprenticeship? *

- 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
- Other reasons

INFORMATION SOURCES

What were the TWO main sources of information that helped you decide to enrol in this course? *

- Through school
- Campus
- Training Information Centre (Forrest Place)
- Newspaper Advertisement
- Radio Advertisement
- Handbook
- Through Work
- Suggested by Employment Agency
- Family / Friends
- Information Stand
- Cinema Advertisement
- Internet
- Other

PARENT/GUARDIAN CONTACT DETAILS (This contact will be used for ALL correspondence)

Title: * Mr Mrs Miss Ms Dr

First Name: *

Surname: *

Address as above Yes

Address: *

Suburb: *

Postcode: *

Parent/Guardian Email: *

Home Ph:

Mobile Ph: *

SCHOOL/EDUCATION DETAILS

Year level in 2018: *

Yr 11 or Yr 12

Student School Curriculum & Standards Authority (SCSA) Number: ('Student Number' can be found on your school report) *

Unique Student Identifier (USI) - (Apply for your USI at <http://usi.gov.au/>) *

Current School: *

Will you be attending a different school in 2018? * No Yes (If so, which School?)

SCHOOL RESULTS

Maths Stage: (for Year 10 students enter 'N/A') *

Maths Grade: *

A B C D E

What Maths level are you studying next year? *

Foundation General ATAR

English Stage: (for Year 10 students enter 'N/A') *

English Grade: *

A B C D E

What English level are you studying next year? * Foundation General ATAR

PROGRAM YOU WOULD LIKE TO APPLY FOR:

PREFERENCE 1: *

Please provide an outline of why you want to join this program **Students should provide as much information in their statement as possible**
Student Statement *

PROGRAM YOU WOULD LIKE TO APPLY FOR:

PREFERENCE 2: *

Please provide an outline of why you want to join this program **Students should provide as much information in their statement as possible**
Student Statement *

PROGRAM YOU WOULD LIKE TO APPLY FOR:

PREFERENCE 3: *

Please provide an outline of why you want to join this program **Students should provide as much information in their statement as possible**
Student Statement *

PRIOR QUALIFICATIONS AND/OR RELEVANT EXPERIENCE

Other Qualifications

Yes – Please list

No

Paid Employment

Yes – Please list

No

Voluntary work

Yes – Please list

No

Other secondary school achievements

Yes – Please list

No

Sporting Achievements

Yes – Please list

No

Other

Yes – Please list

No

SUPPORTING DOCUMENTATION

Have you got your supporting documents ready?

- **School report ***
Files must be less than 2 MB.
Allowed file types: gif jpg jpeg png pdf doc docx.
- **Additional Supporting Documentation** (This may include your Resume/CV, Certificates, References etc)