

Application for Enrolment Form – International Students

Courses you wish to enrol in

<input type="checkbox"/>	CHC30121	Certificate III in Early Childhood Education and Care
<input type="checkbox"/>	CHC50125	Diploma of Early Childhood Education and Care
<input type="checkbox"/>	CHC33021	Certificate III in Individual Support
<input type="checkbox"/>	CHC52025	Diploma of Community Services
<input type="checkbox"/>	BSB50420	Diploma of Leadership and Management
<input type="checkbox"/>	BSB60420	Advanced Diploma of Leadership and Management
<input type="checkbox"/>	BSB80120	Graduate Diploma of Management (Learning)
<input type="checkbox"/>	FNS40222	Certificate IV in Accounting and Bookkeeping
<input type="checkbox"/>	FNS50222	Diploma of Accounting
<input type="checkbox"/>	FNS60222	Advanced Diploma of Accounting
<input type="checkbox"/>	ICT50220	Diploma of Information Technology
<input type="checkbox"/>	ICT60220	Advanced Diploma of Information Technology (Telecommunication Network Engineering)
<input type="checkbox"/>	RII60520	Advanced Diploma of Civil Construction Design

Requested start date

Student Details

Given Names:		Surname:	
Date of birth:		Gender:	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other
Current residential address:			
Phone number/s:		Email address:	
Nationality:		Passport No:	
Name Emergency Contact:			
Phone Number:		Relationship:	
Do you hold a current Australian visa?:	<input type="checkbox"/> YES <input type="checkbox"/> NO		

Type of visa and expiry date:	
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USI : Unique Student Identifier

Thames International College can be prevented from issuing you with a nationally recognised VET qualification or statement of attainment when you complete your course if you do not have a Unique Student Identifier (USI). In addition, we are required to include your USI in the data we submit to NCVET.

If you have not yet obtained a USI you can apply for it directly at <https://www.usi.gov.au/students/create-your-usi/> on computer or mobile device.

Unique Student Identifier (USI) :	
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Language and cultural diversity

In which country were you born?	<input type="checkbox"/> Australia	<input type="checkbox"/> Others (please specify):	
Do you speak a language other than English at home? <i>If more than one language, indicate the one that is spoken most often.</i>	<input type="checkbox"/> No, English only	<input type="checkbox"/> Yes (please specify):	
Are you of Aboriginal or Torres Strait Islander origin? <i>For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes.</i>	<input type="checkbox"/> No	<input type="checkbox"/> Yes, Aboriginal	<input type="checkbox"/> Yes, Torres Strait Islander
Have you completed a test of English Language Proficiency?	<input type="checkbox"/> No	<input type="checkbox"/> Yes (please specify):	

Disability

Do you consider yourself to have a disability?	<input type="checkbox"/> Yes	<input type="checkbox"/> No – go the question about schooling
If you indicated the presence of a disability, impairment or long-term condition, please select the area(s) in the following list.	<input type="checkbox"/> Hearing/deaf <input type="checkbox"/> Physical <input type="checkbox"/> Intellectual <input type="checkbox"/> Learning <input type="checkbox"/> Other	<input type="checkbox"/> Mental illness <input type="checkbox"/> Acquired brain impairment <input type="checkbox"/> Vision <input type="checkbox"/> Medical condition

Schooling

What is your highest completed school level <i>(Tick one box only)</i>	<input type="checkbox"/> Year 12 or equivalent <input type="checkbox"/> Year 11 or equivalent <input type="checkbox"/> Year 10 or equivalent	<input type="checkbox"/> Year 09 or equivalent <input type="checkbox"/> Year 08 or below <input type="checkbox"/> Never attended school
Are you still enrolled in secondary or senior secondary education?	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes

Previous qualifications studied

Have you successfully completed any of the qualifications listed below?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If YES, tick ANY applicable boxes	<input type="checkbox"/> Bachelor degree or higher degree <input type="checkbox"/> Advanced diploma or associate degree <input type="checkbox"/> Diploma (or associate diploma) <input type="checkbox"/> Certificate IV (or advanced certificate/technician) <input type="checkbox"/> Certificate III (or trade certificate) <input type="checkbox"/> Certificate II <input type="checkbox"/> Certificate I <input type="checkbox"/> Other education (including certificates or overseas qualifications not listed here)	

Employment

Of the following categories, which BEST describes your current employment status? (Tick ONE box only) <i>For casual, seasonal, contract and shift work, use the current number of hours worked per week to determine whether full time (35 hours or more per week) or part-time employed (less than 35 hours per week).</i>	<input type="checkbox"/> Full-time employee <input type="checkbox"/> Part-time employee <input type="checkbox"/> Self-employed – not employing others <input type="checkbox"/> Self-employed – employing others <input type="checkbox"/> Employed – unpaid worker in a family business <input type="checkbox"/> Unemployed – seeking full-time work <input type="checkbox"/> Unemployed – seeking part-time work <input type="checkbox"/> Not employed – not seeking employment
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Study reason

Of the following categories, select the one which BEST describes the main reason you are undertaking this course/traineeship/apprenticeship

(Tick ONE box only)

- 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
- For personal interest or self-development
- To get skills for community/voluntary work
- Other reasons

RPL and credit transfer application

Please complete this section if you believe you are eligible to apply for Recognition of Prior (RPL) or for credit transfer.

Please note, applying for this will impact your course duration so bear in mind that if this is approved then your course duration will be less than the time outlined on the course brochure. Depending on the amount that your course is reduced your fees may also be reduced.

I want to apply for a credit transfer for the following unit/s:

I want to apply for RPL for the following unit/s:

If applying for a credit transfer, please attach a certified copy of the Statement of Attainment or Record of Results and Qualification for each unit.

Self-Assessment

Answer all the questions provided below:

1. Evidence of educational qualifications/work experience as applicable

2. Evidence of English language proficiency supplied

3. Why do you want to enrol in this course and what do you hope to achieve from participating in this course?

4. What are your career/further study goals?

5. Outline any experience that you have had that relates to this course.

6. Do you require any support to participate in this course? If so, please outline.

7. Do you wish to apply for either credit transfer or RPL? If so, please provide details.

Computer Skills Capability

Skills	Competent	Need support	No experience
Computer operation (switch on/off, using USB disks, file and folders management, saving documents etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using programs such as Word, Excel, Power Point	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using internet to search and access information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Download and save/print materials from the internet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Upload documents onto a website on the internet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using emails for correspondence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attach files to emails, open attachments store/print attachments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Using videoconferencing tools (Zoom, MS Teams, Google Meet) for meetings/presentations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using photo editing software (Photoshop, Canva, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performing sales/transaction/order processing on digital platforms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performing digital marketing tasks (social media, online ads, analytics dashboards)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Managing and installing apps/software on personal devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using a smartphone to access apps, browsers, and course-related tools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Privacy Notice and Student Declaration

Why we collect your personal information

As a registered training organisation (RTO), we collect your personal information so we can process and manage your enrolment in a vocational education and training (VET) course with us. If you do not provide this information, we will be unable to process your enrolment.

How we use your personal information

We use your personal information to enable us to deliver VET courses to you, and otherwise, as needed, to comply with our obligations as an RTO.

How we disclose your personal information

We are required by law (under the National Vocational Education and Training Regulator Act 2011 (Cth) (NVETR Act)) to disclose the personal information we collect about you to the National VET Data Collection kept by the National Centre for Vocational Education Research Ltd (NCVER). The NCVER is responsible for collecting, managing, analysing and communicating research and statistics about the Australian VET sector.

We are also authorised by law (under the NVETR Act) to disclose your personal information to the relevant state or territory training authority.

How the NCVER and other bodies handle your personal information

The NCVER will collect, hold, use and disclose your personal information in accordance with the law, including the Privacy Act 1988 (Cth) (Privacy Act) and the NVETR Act. Your personal information may be used and disclosed by NCVER for purposes that include populating authenticated VET transcripts; administration of VET; facilitation of statistics and research relating to education, including surveys and data linkage; and understanding the VET market.

The NCVER is authorised to disclose information to the Australian Government Department of Education, Skills and Employment (DESE), Commonwealth authorities, State and Territory authorities (other than

registered training organisations) that deal with matters relating to VET and VET regulators for the purposes of those bodies, including to enable:

- administration of VET, including program administration, regulation, monitoring and evaluation
- facilitation of 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 NCVER may also disclose personal information to person engaged by NCVER to conduct research on NCVER's behalf.

The NCVER does not intend to disclose your personal information to any overseas recipients. For more information about how the NCVER will handle your personal information please refer to the NCVER's Privacy Policy at www.ncver.edu.au/privacy

If you would like to seek access to or correct your information, in the first instance, please contact us using the contact details listed below.

DESE is authorized by law, including the Privacy Act and the NVETR Act, to collect, use and disclose your personal information to fulfil specified functions and activities. For more information about how DESE will handle your personal information, please refer to the DESE VET Privacy Notice at <https://www.dewr.gov.au/national-vet-data/vet-privacy-notice>

Surveys

You may receive a student survey which may be run by a government department or an NCVER employee, agent, third-party contractor or another authorized agency. Please note you may opt out of the survey at the time of being contacted.

Contact information

At any time, you may contact Thames to:

- request access to your personal information
- correct your personal information
- make a complaint about how your personal information has been handled
- ask a question about this Privacy Notice

You may also request our privacy policy if you wish.

Contact:

- Email: marketing@thames.edu.au
- Phone: (02) 8960 3032

Important Note:

Do NOT sign this form unless you have read and understood the requirements above and those in the Student Handbook. If needed, request further explanation or written details before signing.

Student Declaration (to be completed)

I declare the information provided is true and correct:

Yes

No

I agree to the collection, use, and disclosure of my information as set out above:

Yes

No

Student Name:	
Student's Signature:	
Date:	