



Q1. HAVE YOU EVER ENROLLED AT SWINBURNE BEFORE? Yes (see below) No

If yes, please state your SWINBURNE STUDENT ID number

(If your name has changed since your previous enrolment, please provide documentary evidence eg. marriage certificate.)

Q2. Are you a re-enrolling student? Please answer YES if you are re-enrolling into the same course

(at the same qualification level) as last semester Yes (Go to Personal Details) No (Go to Q3)

Q3. Are you aged 24 years or below at the time of this enrolment? Yes (Go to Q4) No (Go to Personal Details)

Q4. Have you attended any Victorian school since 2009 or done any training with a vocational educational and training (VET) registered training provider organisation or an Adult and Community Education provider in Victoria since 2011?

No – I have not attended a Victorian school since 2009 or a TAFE or other VET training provider since the beginning of 2011 (Go to Personal Details)

Yes – I have attended a Victorian school since 2009. The most recent Victorian school attended is: and / or

Yes – I have participated in training at a TAFE or other training organisation since the beginning of 2011.

List the most recent training organisations with which you have participated in training in Victoria since 2011. (List up to 3 training organisations).

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Q5. Please state your VICTORIAN STUDENT ID NUMBER (if known)

PERSONAL DETAILS (STUDENTS TO COMPLETE ALL SECTIONS)

NAME Title (Dr, Mr, Mrs, Miss, Ms) **Gender** Female Male **Date of Birth** / /

Family Name/Surname

Given Names (leave spaces between names)

LOCAL ADDRESS Number and Street

Suburb / Town State Postcode

Telephone Home Work

Mobile phone Fax

PERMANENT ADDRESS

(Country/Overseas) Postcode / Zip

EMERGENCY CONTACT In case of emergency the University should contact:

Name Telephone

PRIVACY NOTICE AND STUDENT ENROLMENT DECLARATION

Swinburne University of Technology (SUT) is required to provide the Victorian Government, through the Department, with student and training activity data which may include information I provide in this enrolment form. Information is required to be provided in accordance with the Victorian VET Student Statistical Collection Guidelines (which are available at www.skills.vic.gov.au/Pages/skills_corporate/providers/data-collection/default.aspx). The Department may use the information provided to it for planning, administration, policy development, program evaluation, resource allocation, reporting and/or research activities. For these and other lawful purposes, the Department may also disclose information to its consultants, advisers, other government agencies, professional bodies and/or other organisations.

The Education and Training Reform Act 2006 requires SUT to collect and disclose my personal information for a number of purposes including the allocation to me of a Victorian Student Number and updating my personal information on the Victorian Student Register.

For students eligible for VET Fee Help, the following privacy statement also applies:

SUT is collecting the information in this form for the purpose of assessing my entitlement to Commonwealth assistance under the Higher Education Support Act 2003 and allocation of a Commonwealth Higher Education Student Support Number (CHESSN) to me. SUT will disclose this information to the Department of Education, Employment and Workplace Relations (DEEWR) for those purposes. DEEWR will store the information securely in the Higher Education Information Management System. DEEWR may disclose the information to the Australian Taxation Office. SUT and DEEWR will not otherwise disclose the information without my consent unless required or authorised by law.

For more information in relation to how student information may be used or disclosed please contact SUT's Privacy Officer via email: kkoffsovitz@swin.edu.au

I acknowledge and agree to the terms described in this privacy statement and I declare that the information entered on this form is correct and complete. I agree to be bound by the applicable standards of conduct, statutes, regulations, policies and procedures of the University including any variations to these that the University makes from time to time. I understand that Swinburne University of Technology (SUT) is required under the Higher Education Support Act 2003 to confirm my entitlement to commonwealth assistance before my enrolment can be confirmed. I understand that the University will correspond with me by electronic means. My personal information will be collected and used for the purposes set out in the SUT Privacy Collection Statement – available to be viewed on the University's web site at: www.swinburne.edu.au/privacy_collection.htm

Student Signal **Print name** **Date** / /

ENROLLING OFFICER TO COMPLETE: The 2013 TAFE Enrolment Form consists of up to 3 forms in total (A, B & C) depending on training place type. You **must** tick below indicating each completed form. Ensure all required forms are stapled together before submitting to Student Central/TSAU.

<input type="checkbox"/> Part A: TAFE Enrolment	<input type="checkbox"/> Part B: Student Eligibility for a Government Subsidised Training Place (only required for students accessing a government subsidised training place)	<input type="checkbox"/> Part C: TAFE Study Plan 2013 / TAFE Enrolment Fee Calculation 2013
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Enrolling Officer Signature **Print Name** **Date** / /

STATISTICAL INFORMATION (STUDENTS TO COMPLETE ALL QUESTIONS)

- 1.1 Are you still attending secondary school? Yes No
- 1.2 What is the name of the last secondary school you attended?
- 1.3 What is your highest COMPLETED school level?
 Year 12 Year 11 Year 10 Year 9
 Year 8 or lower Did not go to school
- 1.4 In what YEAR did you complete? _____

2.1 Have you completed or attempted any qualifications?
If YES, tick any applicable qualifications below. If NO, tick Q2.3

	Graduated	Attempted	Final Year
1. Postgraduate level	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. Bachelor level	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Completed	Attempted	Final Year
3. Advanced Diploma or Associate Degree	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. Diploma or Associate Diploma	<input type="checkbox"/>	<input type="checkbox"/>	_____
5. Cert IV or Adv/Cert/Technician	<input type="checkbox"/>	<input type="checkbox"/>	_____
6. Cert III or Trade Certificate	<input type="checkbox"/>	<input type="checkbox"/>	_____
7. Cert II	<input type="checkbox"/>	<input type="checkbox"/>	_____
8. Cert I	<input type="checkbox"/>	<input type="checkbox"/>	_____
9. Certificate other than above	<input type="checkbox"/>	<input type="checkbox"/>	_____

- 2.2 How was your highest qualification completed?
(Please ensure that you select 1 option below)
- (IN) Overseas (Not formally mapped to an Australian Equivalence)
 (AE) Overseas (With Australian Equivalence Certificate – Please provide copy)
 (VS) At secondary school
 None of the above

2.3 I declare that I have **not** completed any post-secondary qualifications

- 3.1 Do you speak a language other than English at home? Yes No
If yes, please indicate the one that is spoken most often

- 3.2 How well do you speak English?
 1. Very Well 2. Well 3. Not Well 4. Not at all

4.1 Were you born in Australia? Yes No

4.2 If no, in which country were you born?

4.3 Year of arrival in Australia _____

- 4.4 Citizenship and Residency *Tick one box only*
- A – Australian Citizen (including Australian Citizens with dual citizenship)
 N – New Zealand Citizen
 H – Australian Permanent Resident Visa (Humanitarian Visa)
 Visa No: _____
 P – Australian Permanent Resident (Other)
 I – Temporary Entry Permit and residing in Australia during this enrolment
 O – None of the above and residing outside Australia

5. Are you an Australian Aborigine or Torres Strait Islander?
- N – Neither Aboriginal nor Torres Strait Islander
 A – Aboriginal
 T – Torres Strait Islander
 B – Both Aboriginal and Torres Strait Islander

6. Which describes your current employment status? *Tick one box only*
1. Full time employee 5. Employed – unpaid in family business
 2. Part time employee 6. Unemployed – seeking F/T work
 3. Self employed – not employing others 7. Unemployed – seeking P/T work
 4. Employer 8. Not employed – not seeking work

7.1 Do you have a disability, impairment or long term medical condition?
 Yes No

Please note this information is only needed for statistical and planning purposes and to ensure the provision of appropriate support services. It will not disadvantage your enrolment.

- 7.2 If yes, is this disability:
1. Hearing 6. Mental Illness
 2. Intellectual 7. Acquired Brain Impairment
 3. Visual 8. Learning
 4. Physical 9. Other
 5. Medical Condition

7.3 Do you require assistance because of this disability?
 Yes No

If so, please contact the Disability Liaison Unit on 9210 1181 prior to the beginning of term to ensure that appropriate support is provided.

8.1 Parent's or Guardian's Educational History

The Australian Government Department of Employment, Education and Workplace Relations requires this information for statistical purposes. It will not disadvantage your enrolment.

What is the highest level of education attained by your Parents/Guardians?
No Parents/Guardians (please tick if no parent/guardian)

Parent/Guardian 1 Male Female

What is the highest level of education attained by your Parent/Guardian 1?
Tick one box only

- PG – Postgraduate Qualification
 BD – Bachelor Degree
 OT – Other Post-School Qualification
 CY – Completed Year 12 Schooling or Equivalent
 NY – Didn't Complete Year 12 Schooling or Equivalent
 CX – Completed Year 10 Schooling or Equivalent
 NX – Didn't Complete Year 10 Schooling or Equivalent
 DK – Don't Know

Parent/Guardian 2 Male Female

What is the highest level of education attained by your Parent/Guardian 2?
Tick one box only

- PG – Postgraduate Qualification
 BD – Bachelor Degree
 OT – Other Post-School Qualification
 CY – Completed Year 12 Schooling or Equivalent
 NY – Didn't Complete Year 12 Schooling or Equivalent
 CX – Completed Year 10 Schooling or Equivalent
 NX – Didn't Complete Year 10 Schooling or Equivalent
 DK – Don't Know