

OFFICE USE

Received by: _____

Signature: _____

Date: _____

Application for Enrolment – Australian Student

Campus: Norwest Hurstville Online

Proposed Commencement Date: _____

PERSONAL DETAILS

Given Name: _____ Surname: _____
 Miss Mrs Ms Mr
 Dr Rev Hon ___

Address: _____ Suburb & Postcode: _____

Home Phone: _____ Mobile Phone: _____

Email Address: _____ Unique Student Identifier (USI): _____

Gender: Male Female Not Specified Date of Birth (dd/mm/yyyy): _____

School level completed Final Year of School: _____ Are you still at School: Yes No
 Did not go to school Completed Year 8 Completed Year 9
 Completed Year 10 Completed Year 11 Completed Year 12

Name of Secondary Institution (school): _____

PLEASE ATTACH A COPY OF YOUR FINAL YEAR SCHOOL RESULTS (RoSA / HSC - DoE supplied certificate)

PRIOR EDUCATION – Tick appropriate box below

Prior Education received (tick below) Yes No Year Completed: _____
 Miscellaneous Certificate I Certificate II Certificate III Certificate IV
 Diploma Advanced Diploma or Associate Degree Bachelor Degree or Higher

Do you wish to apply for credit for previous studies? Yes (Please attach supporting documentation) No

How did you hear about Bedford College? _____

COURSES AND FEES SCHEDULE (please note that fees may be subject to change without notice)

Business & Management Courses

<input type="checkbox"/> BSB50120 Diploma of Business	(40 weeks)	\$11,990
<input type="checkbox"/> BSB50420 Diploma of Leadership and Management	(40 weeks)	\$11,990
<input type="checkbox"/> Dual Diplomas (Business & Leadership and Management)	(40 weeks)	\$14,990

Education Courses

<input type="checkbox"/> CHC30121 Certificate III in Early Childhood Education and Care	(40 weeks)	\$ 7,490
<input type="checkbox"/> CHC40221 Certificate IV in School Based Education Support	(40 weeks)	\$ 6,990
<input type="checkbox"/> CHC50121 Diploma of Early Childhood Education and Care <i>(Requires a prerequisite of Certificate III in Early Childhood Education and Care)</i>	(40 weeks)	\$10,990
<input type="checkbox"/> CHC50221 Diploma of School Age Education and Care	(40 weeks)	\$10,990

Human Services Courses

<input type="checkbox"/> CHC52021 Diploma of Community Services	(40 weeks)	\$10,990
---	------------	----------

Health Care Nursing Courses

<input type="checkbox"/> CHC33021 Certificate III in Individual Support (Double specialisation in Ageing & Disability)	(20 weeks)	\$ 5,990
<input type="checkbox"/> Upgrade from CHC33021 Certificate III in Individual Support to CHC43015 Certificate IV in Ageing Support	(20 weeks)	\$ 5,990
<input type="checkbox"/> CHC43015 Certificate IV in Ageing Support	(30 weeks)	\$ 8,990

Training and Assessment

<input type="checkbox"/> TAE40122 Certificate IV in Training and Assessment	(20 weeks)	\$ 3,990
---	------------	----------

ENROLMENT FEE

I agree to pay a one-off non refundable enrolment fee of \$150

Yes No

MEDIA RELEASE

I give permission to be involved in photography and/or video content to assist with the promotion of Bedford College:

Yes No

PAYMENT OPTIONS

- I confirm that I have applied (or intend to apply) for a VET Student Loan (For Diploma Courses only)
VET Student Loan eligibility criteria, information and Fact Sheets can be found at: <https://www.dese.gov.au/vet-student-loans>

OR

My fees will be paid by: Cheque Cash Direct Debit Credit Card

My fees will be paid by: Myself Another person

(If fees are to be paid by another person/company or if the applicant is under the age of 18 years please complete details on the reverse side of this form)

PRIVACY NOTICE

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.

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 persons 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 your RTO using the contact details listed below.

DESE is authorised 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 the DESE will handle your personal information, please refer to the DESE VET Privacy Notice at <https://www.dese.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 authorised agency. Please note you may opt out of the survey at the time of being contacted.

Contact information

At any time, you may contact Bedford College 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

A full copy of the Bedford College Privacy Policy is available on the College website.

Bedford College

Telephone: 1300 174 174 or 02 8572 3260

Email: info@bedford.edu.au

Website: www.bedford.edu.au