

Application for Enrolment 2021

INSTRUCTIONS:

- This is the first step in the enrolment Process. We will assess the information you provide here, and if all conditions are met, provide an offer of enrolment with specific details of your choice of course(s) and financial details to suit your request. This Application is to be completed using the accompanying Pre-enrolment information in [Student handbook](#) the [Course Guide](#) and discussions with course trainer.
- Please complete all sections where requested – including appropriate attachments.
- Return all **completed and certified** documents via email-admissions@mvc.edu.au ,In person

Golden Wattle Group Pty Ltd. T/A Meridian Vocational College
Level 2 West, 50 Grenfell Street, Adelaide SA 5000
 Ph- 0432 421 482 website www.mvc.edu.au

Application Checklist

All Applicants:

- 1) Certified true copies of your qualifications..... Attached
- 2) For Credit Transfer, certified true copies of your transcript of results..... Attached
- 3) Selected desired Course..... Selected

International student's additional documents

- 4) Release evidence (If applicable) Attached
- 5) Certified true copy of your VISA..... Attached
- 6) Certified true copy of your Passport Attached
- 7) Certified true copy of your English Proficiency test score Attached
- 8) Evidence of current OSHC..... Attached

Applicant Information – Any changes to Personal Details must be notified within seven (7) days Email info@mvc.edu.au

International: Onshore Offshore Domestic

1) Personal details

Please write the name that you used when you applied for your Unique Student Identifier (USI), including any middle names. If you do not yet have a USI and want MVC to apply for a USI on your behalf, **you must write your name, including any middle names, exactly as written in the identity document** you choose to use for this purpose. See section on the USI at the end of this form for a detailed explanation.

Single name only (Tick this box if you have one name only that cannot be written in the following format. Write your single name in the 'Family name section).

Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other.....
Family Name (Surname)	
First/Given Name/s:	
Second given Name: (Middle)	
Date of Birth: DD/MM/YYYY	
Gender: (Tick ONE box only)	<input type="checkbox"/> M <input type="checkbox"/> F <input type="checkbox"/> Other

2) Language, cultural and disability diversity		
Country of Birth:	<input type="checkbox"/> Australia	
	<input type="checkbox"/> Other – please specify	
Do you speak a language other than English at home?	<input type="checkbox"/> No, English only	
	<input type="checkbox"/> Yes, other – please specify	
Are you under 18 years of age?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you of Aboriginal or Torres Strait Islander origin?	<input type="checkbox"/> No	
	<input type="checkbox"/> Yes, Aboriginal	
	<input type="checkbox"/> Yes, Torres Strait Islander	
(For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes)		
3) Disability Information		
Disability <input type="checkbox"/> Yes <input type="checkbox"/> No		
If you indicated the presence of a disability, impairment, or long-term condition, please select the area(s) in the following list:		
Disability	Tick	You may indicate more than one area Please refer to the Disability explanation of the disabilities
Hearing/deaf	<input type="checkbox"/>	Hearing impairment is used to refer to a person who has an acquired mild, moderate, severe, or profound hearing loss after learning to speak, communicates orally and maximises residual hearing with the assistance of amplification. A person who is deaf has a severe or profound hearing loss from, at, or near birth and mainly relies upon vision to communicate, whether through lip reading, gestures, cued speech, finger spelling and/or sign language.
Physical	<input type="checkbox"/>	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. A physical disability may have existed since birth or may be the result of an accident, illness, or injury suffered later in life; for example, amputation, arthritis, cerebral palsy, multiple sclerosis, muscular dystrophy, paraplegia, quadriplegia or post-polio syndrome.
Intellectual	<input type="checkbox"/>	In general, the term 'intellectual disability' is used to refer to low general intellectual functioning and difficulties in adaptive behaviour, both of which conditions were manifested before the person reached the age of 18. It may result from infection before or after birth, trauma during birth, or illness.
Learning	<input type="checkbox"/>	A general term that refers to a heterogeneous group of disorders manifested by significant difficulties in the acquisition and use of listening, speaking, reading, writing, reasoning, or mathematical abilities. These disorders are intrinsic to the individual, presumed to be due to central nervous system dysfunction, and may occur across the life span. Problems in self-regulatory behaviours, social perception, and social interaction may exist with learning disabilities but do not by themselves constitute a learning disability.
Mental illness	<input type="checkbox"/>	Mental illness refers to a cluster of 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	<input type="checkbox"/>	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	<input type="checkbox"/>	This covers a partial loss of sight causing difficulties in seeing, up to and including blindness. This may be present from birth or acquired as a result of disease, illness or injury.
Medical condition	<input type="checkbox"/>	Medical condition is a temporary or permanent condition that may be hereditary, genetically acquired or of unknown origin. The condition may not be obvious or readily identifiable yet may be mildly or severely debilitating and result in fluctuating levels of wellness and sickness, and/or periods of hospitalisation; for example, HIV/AIDS, cancer, chronic fatigue syndrome, Crohn's disease, cystic fibrosis, asthma or diabetes.
Other	<input type="checkbox"/>	A disability, impairment or long-term condition which is not suitably described by one or several disability types in combination. Autism spectrum disorders are reported under this category

4) Contact details - Home Country Contact Details: (International students)			
Building/property name			
Flat/unit details			
Street or lot number			
Street name			
Suburb, locality or town			
State/territory			
Country		Postcode	
Email Address		Phone Number	
Contact Details: Address during Term			
Please provide the physical address (street number and name not post office box) where you usually reside rather than any temporary address at which you reside for training, work or other purposes before returning to your home.			
If you are from a rural area, use the address from your state or territory's 'rural property addressing' or 'numbering' system as your residential street address. Building/property name is the official place name or common usage name for an address site, including the name of a building, Aboriginal community, homestead, building complex, agricultural property, park or unbounded address site.			
Building/property name			
Flat/unit details			
Street or lot number			
Street name			
Suburb, locality or town			
State/territory		Postcode	
Email Address		Phone Number	
Contact Details: Postal Address (if different from above)?			
Building/property name			
Flat/unit details			
Street or lot number			
Street name			
Suburb, locality or town			
State/territory		Postcode	
Emergency Contact:			
Full Name:			
5) Recognition of Prior Learning (RPL) / Credit Transfer Application			
Phone(s):		<input type="checkbox"/> Yes <input type="checkbox"/> No	Email: <input type="text"/>
Are you submitting results for Credit Transfer?	If yes, Please complete a Credit transfer application		
Do you wish to apply for RPL?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
	If yes, Please complete a RPL application		
6) Special Needs			
Do you require any language, literacy or numeracy assistance? <input type="checkbox"/> Yes <input type="checkbox"/> No			

7) Schooling - What is your highest COMPLETED school level? (Tick ONE box only) If you are currently enrolled in secondary education, the <i>Highest school level completed</i> refers to the highest school level you have actually completed and not the level you are currently undertaking. For example, if you are currently in Year 10 the <i>Highest school level completed</i> is Year 9.	
Year 12 or equivalent	<input type="checkbox"/>
Year 11 or equivalent	<input type="checkbox"/>
Year 10 or equivalent	<input type="checkbox"/>
Year 9 or equivalent	<input type="checkbox"/>
Year 8 or below	<input type="checkbox"/>
Never attended school	<input type="checkbox"/> Never completed any primary or secondary level education – go to question 9
Are you still enrolled in secondary or senior secondary education?	Yes <input type="checkbox"/> Y
	No <input type="checkbox"/> N
8) Qualification/s achieved	Yes <input type="checkbox"/> Y
Have you SUCCESSFULLY completed any of the following qualifications previously?	No <input type="checkbox"/> N
If YES, tick ANY of following applicable boxes	
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 above)	<input type="checkbox"/>
9) Employment Of the following categories, which BEST describes your current employment status? (Tick ONE box only) 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).	
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	<input type="checkbox"/>

10) Study reason (Tick ONE box only)

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

To get a job	<input type="checkbox"/>
To develop my existing business	<input type="checkbox"/>
To start my own business	<input type="checkbox"/>
To try for a different career	<input type="checkbox"/>
To get a better job or promotion	<input type="checkbox"/>
It was a requirement of my job	<input type="checkbox"/>
I wanted extra skills for my job	<input type="checkbox"/>
To get into another course of study	<input type="checkbox"/>
For personal interest or self-development	<input type="checkbox"/>
To get skills for community/voluntary work	<input type="checkbox"/>
Other reasons	<input type="checkbox"/>

11) Unique Student Identifier (USI)

From 1 January 2015, we 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.

Enter your Unique Student Identifier (USI) (if you already have one)

You may already have a USI if you have done any nationally recognised training, which could include training at work, completing a first aid course or RSA (Responsible Service of Alcohol) course, getting a white card, or studying at a TAFE or RTO. It is important that you try to find out whether you already have a USI before attempting to create a new one. You should not have more than one USI. To check if you already have a USI, use the 'Forgotten USI' link on the USI website at <https://www.usi.gov.au/faqs/i-have-forgotten-my-usi/>.

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Unique Student Identifier (USI)

12) USI application through MVC (if you do not already have one)

Application for Unique Student Identifier (USI)

If you would like us MVC to apply for a USI on your behalf, you must authorise us to do so and declare that you have read the privacy information at <<https://www.usi.gov.au/documents/privacy-notice-when-rto-applies-their-behalf>>. You must also provide some additional information as noted at the end of this form so that we can apply for a USI on your behalf.

I [NAME]authorise
Meridian Vocational College to apply pursuant to sub-section 9(2) of the Student Identifiers Act 2014, for a USI on my behalf.

I have read and I consent to the collection, use and disclosure of my personal information (which may include sensitive information) pursuant to the information detailed at <<https://www.usi.gov.au/documents/privacy-notice-when-rto-applies-their-behalf>>

Town/City of Birth _____
(please write the name of the Australian or overseas town or city where you were born)

We will also need to verify your identity to create your USI.

Please provide details for one of the forms of identity below (numbered 1 to 8).

Please ensure that the name written in 'Personal Details' section is exactly the same as written in the document you provide below.

1. **Australian Driver's Licence** State: _____ Licence Number: _____

2. **Medicare Card** : Medicare card number _____

Individual reference number (next to your name on Medicare card):

Card colour: (select which applies)

Green Expiry date ____/____/____ (format MM/YYYY)
(month/year)

Yellow Blue Expiry date ____/____/____ (format DD/MM/YYYY)
(day/month/year)

3. **Australian Birth Certificate** State/Territory _____ *Details vary according to State/Territory*

4. **Australian Passport** Passport number _____

5. **Non-Australian Passport (with Australian Visa)** Passport number _____

6. **Immicard** : Immicard Number _____

7. **Citizenship Certificate**

Stock number _____ Acquisition date ____/____/____
(day/month/year)

8. **Certificate of Registration by Descent**

Acquisition date ____/____/____
(day/month/year)

In accordance with section 11 of the *Student Identifiers Act 2014*, MVC will securely destroy personal information which we collect from individuals solely for the purpose of applying for a USI on their behalf as soon as practicable after we have made the application or the information is no longer needed for that purpose.

13) International Applicants only			
Passport details	Country	Passport Number:	Passport Expiry date:
VISA Details	VISA Type & subclass (If Held):	Copy of VISA attached <input type="checkbox"/> Yes <input type="checkbox"/> No	
If you do not currently hold a valid VISA, please complete the following:			
Visa application to be lodged at:	Country	City	
14) Overseas Student Health Cover (OSHC) – International students only			
Note: You must provide evidence of dates covered to Meridian Vocational College			
<input type="checkbox"/> YES <input type="checkbox"/> NO	Expiry date: / / (DD/MM/YY)	Membership fund	
		Membership number	
English Language Test (You must have taken the English Language Test in the 2 years before applying for the visa)			
Test Type:	<input type="checkbox"/> PTE <input type="checkbox"/> IELTS <input type="checkbox"/> MVC LLN test <input type="checkbox"/> Other:		
Overall Score		Date of test	
Are you currently enrolled in an ELICOS/English language course? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, Provide details:			
Travel history: Have you travelled to Australia before? If yes, when and for what reasons?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever had an Australian visa application denied or an Australian visa cancelled? If yes, please provide more details.			<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever held a visa from any other country? If yes, which country and for how long?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you require an airport pick up? (Fee and Charges Apply)			<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have any immediate family members (e.g. children, parents) who will remain in your home country whilst you are in Australia? If yes, please provide: Their name/s: Their relationship to you.			<input type="checkbox"/> Yes <input type="checkbox"/> No
What is your relationship status? Please specify: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> De Facto <input type="checkbox"/> Separated/Divorced			
If you have a spouse/partner, is he/she coming to Australia with you, as a dependant on your student visa? If yes, has he/she previously applied for an Australia visa? Please provide his/her full name and Date of Birth: Spouse Name: _____ Date of Birth: _____			<input type="checkbox"/> Yes <input type="checkbox"/> No

Do you have any children?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, how many and will they accompany you to Australia? _____	

What do you expect your total expenses to be for the duration of your stay in Australia? Please include the cost for dependants (if applicable) and your travel arrangements to Australia?

Please provide evidence of funds (e.g. bank statements for the past 3 months, loan documents, financial guarantee from your sponsor, etc).

Self	\$AUD
Tuition fee	
Living Cost	
Travel	
Health insurance	
Dependants, including partner	\$AUD
School fee	
Living Cost	
Travel	
Health insurance	
Total Cost	\$AUD

Have you previously applied or currently are applying for admission at other Australian education providers?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please give details of all application processes and the outcomes.	

Have you previously studied in Australia?	<input type="checkbox"/> Yes <input type="checkbox"/> No								
If yes, please state:									
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 30%;">Name of the institution:</td><td></td></tr> <tr><td>Course Taken:</td><td></td></tr> <tr><td>Period of study:</td><td></td></tr> <tr><td>Date of Application</td><td></td></tr> </table>	Name of the institution:		Course Taken:		Period of study:		Date of Application		
Name of the institution:									
Course Taken:									
Period of study:									
Date of Application									

Why did you choose to study in Australia and not in your home country?

Why have you chosen to study at Meridian Vocational College?

Why have you chosen to study this course/s?	
What are the key aspects of this course/s that interest you the most?	
Please provide more details on the research you have done to base your decision to study at Meridian Vocational College.	
Are you changing your area of study from previous studies or work experience? If yes, why?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there a gap between the time you finished your previous studies and when you wish to recommence your studies with Meridian Vocational College? If yes, please explain the reasons for this gap.	<input type="checkbox"/> Yes <input type="checkbox"/> No
What are your future plans and professional aspirations? How will this course help you achieve them?	
What are your job prospects and salary expectations in your home country upon completion of this course? What position/roles within the industry are you considering applying for?	
To be completed if you are already studying or have completed a previous course in Australia	
Are you currently enrolled with another CRICOS Provider?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, have you been released from that provider?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you require a Letter of Offer to be released from your current provider?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Why are you leaving your current course/provider?			
Do you owe fees to any previous provider? If Yes, Provide details			<input type="checkbox"/> Yes <input type="checkbox"/> No
Did you abide by the conditions of your student visa with any previous provider including class attendance and progress in your course? If NO, Provide Details.			<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you had your previous course cancelled?			<input type="checkbox"/> Yes <input type="checkbox"/> No
When did you complete your last course in Australia? (Attach evidence e.g.: Certificate of completion)			
Note: Meridian Vocational College will not enrol a student wishing to transfer from another college unless the student can provide evidence that they have completed 6 calendar months of their principal course or the previous provider has released the student in PRISMS.			
15) Have you used an Education Agent <input type="checkbox"/> Yes <input type="checkbox"/> No. If Yes, answer below questions:			
Agent Name:			
Agent Email:		Contact Number:	
Agents and consultants:			
<input type="checkbox"/>	Practiced responsible business ethics.		
<input type="checkbox"/>	Did not charge a fee for letter of offer from MVC.		
<input type="checkbox"/>	Provided current, accurate and honest information in an ethical manner.		
<input type="checkbox"/>	Provided detailed information that enabled informed decision making when selecting the course.		
<input type="checkbox"/>	Provided MVC's pre-enrolment information and reference to current Student handbook, website and Course Guide .		
<input type="checkbox"/>	Provided professional guidance.		

16) **Qualification Selection** – Refer to Course guide, student handbook and: www.mvc.edu.au

*A non-refundable application fee of AUD\$250 must be paid on lodgement of this application for enrolment.

Date(s) you wish to commence studies with Meridian Vocational College: / / (DD/MM/YY)

Mode of study for all qualifications	Face-to-face	Unpaid Work placement	Select Course	Start month	CRICOS
Expected contact hours for all qualifications	20 hours a week plus unsupervised self-study				
Cookery					
SIT10216 Certificate I in hospitality (Approx 20 WEEKS, Domestic students only)		N/A	<input type="checkbox"/>		N/A
SIT20316- Certificate II in Hospitality (Approx 24 WEEKS, Domestic students only)		Yes	<input type="checkbox"/>		N/A
SIT20416- Certificate II in kitchen operations (Approx 20 WEEKS, Domestic students only)		Yes	<input type="checkbox"/>		N/A
SIT30816 Certificate III in Commercial Cookery (52 Weeks)		Yes	<input type="checkbox"/>		093703K
SIT40516 Certificate IV in Commercial Cookery (After Credit transfers 30 Weeks)		Yes	<input type="checkbox"/>		093704J
SIT50416 Diploma of Hospitality Management (After Credit transfers 30 Weeks)		N/A	<input type="checkbox"/>		093705G
SIT60316 Advanced Diploma of Hospitality Management (After Credit Transfer 30 Weeks)		N/A	<input type="checkbox"/>		095340E
SIT60316 Advanced Diploma of Hospitality Management (Without Credit Transfer 55 Weeks)		Yes	<input type="checkbox"/>		095340E
Patisserie					
SIT31016 Certificate III in Patisserie (58 Weeks)		Yes	<input type="checkbox"/>		095806J
SIT40716 Certificate IV in Patisserie (After Credit transfers 35 Weeks)		Yes	<input type="checkbox"/>		095807G
SIT50416 Diploma of Hospitality Management (After Credit transfers 30 weeks)		N/A	<input type="checkbox"/>		093705G
SIT60316 Advanced Diploma of Hospitality Management (After Credit transfers 30 Weeks)		N/A	<input type="checkbox"/>		095340E
SIT60316 Advanced Diploma of Hospitality Management (Without Credit transfers 55 Weeks)		Yes	<input type="checkbox"/>		095340E
Leadership & Management					
BSB50420 Diploma of Leadership and Management (52 Weeks)		N/A	<input type="checkbox"/>		104305G
BSB60420 Advanced Diploma of Leadership and Management (52 Weeks)		N/A	<input type="checkbox"/> Check Special Entry requirements		106030B
BSB80320 Graduate Diploma of Strategic Leadership (52 Weeks)		N/A	<input type="checkbox"/> Check Special Entry requirements		104494H

17) Terms and Conditions website: www.mvc.edu.au
Fees and Charges:
Refer Student Fees & Charges Policy(included with this application in Student Handbook) and on the website www.mvc.edu.au
Refunds:
Refund Policy(included with this application in Student Handbook) and on MVC website. Course Fees are not transferrable to another provider.
Complaints & Appeals Policy(included with this application in Student Handbook) a nd on MVC website. Please Note- The availability of complaints and appeals processes, does not remove the right of the student to take action under Australia's consumer protection laws.
Requirements for International Applicants:
For VISA requirements and conditions, please refer to the Australian Government website Visa Finder As an education provider, MVC has the responsibility to ensure you maintain a satisfactory rate of Course progress in accordance with the National Code 2018 and Australian Government requirements. For possible changes to enrolment please refer to Deferral, Suspension & Cancellation Policy(included with this application in Student Handbook).and on MVC website. International students are encouraged to apply for Credit Transfer or RPL prior to enrolment. Please request an application kit for RPL and CT Where Credit Transferor RPL is granted before the issue of a VISA, the course duration will be indicated on the Confirmation of Enrolment (CoE).If Credit Transfer or RPL is granted after the issue of a VISA, the amended course duration will be reported via PRISMS and a new CoE will be issued – administration charges apply.
Privacy
Please refer to the MVC Privacy Policy(included with this application in Student Handbook) and on the MVC website, for personal information held. A Privacy Notice is included in this application

19) Privacy notice frequently asked questions	
<u>Why we collect your personal information</u>	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.
<u>How we use your personal information</u>	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.
<u>How we disclose your personal information</u>	<p>We are required by law (under the <i>National Vocational Education and Training Regulator Act 2011</i> (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.</p> <p>We are also authorised by law (under the NVETR Act) to disclose your personal information to the relevant state or territory training authority/s.</p>
<u>How the NCVER and other bodies handle your personal information</u>	<p>The NCVER will collect, hold, use and disclose your personal information in accordance with the law, including the <i>Privacy Act 1988</i> (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.</p> <p>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:</p> <ul style="list-style-type: none"> • 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. <p>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.</p> <p>If you would like to seek access to or correct your information, in the first instance, please contact MVC using the contact details listed below.</p> <p>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.</p>
<u>Surveys</u>	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.
<u>Contact information</u>	<p>At any time, you may contact Meridian Vocational College via email info@mvc.edu.au to:</p> <ul style="list-style-type: none"> • 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 <p>more information - Please refer to MVC website for MVC Privacy policy http://mvc.edu.au/images/pdf/Privacy_Policy.pdf</p>

Privacy Notice

Under the *Data Provision Requirements 2012*, MVC is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER). This includes personal and contact details, course enrolment details and changes, and the circumstances of any suspected breach by the student of a student visa condition.

Your personal information (including the personal information contained on this enrolment form and your training activity data) may be used or disclosed by MVC for statistical, regulatory and research purposes. MVC may disclose your personal information for these purposes to third parties, including:

- School – if you are a secondary student undertaking VET, including a school-based apprenticeship or traineeship;
- Employer – if you are enrolled in training paid by your employer;
- Commonwealth and State or Territory government departments and authorised agencies, and if relevant the Tuition Assurance Scheme and the ESOS Fund Manager;
- NCVER;
- Organisations conducting student surveys and Researchers.

Personal information disclosed to NCVER may be used or disclosed for the following purposes:

- Issuing a VET Statement of Attainment or VET Qualification, and populating Authenticated VET Transcripts;
- Facilitating statistics and research relating to education, including surveys;
- Understanding how the VET market operates, for policy, workforce planning and consumer information; and
- Administering VET, including program administration, regulation, monitoring and evaluation.

You may receive an NCVER student survey which may be administered by an NCVER employee, agent or third party contractor. You may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the *Privacy Act 1988*(Cth), the VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at www.ncver.edu.au).

Personal information of students will be held by the College and may be accessed and used by people employed or engaged by the College in the delivery of services to the student.

- Information is collected in order to meet our obligations under the ESOS Act (as amended) and the National Code 2018 to ensure students compliance with the conditions of their visas and their obligations under Australian Immigration Laws generally.
- The authority to collect this information is contained in the Education Services for Overseas Students Act 2000(as amended), the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (National Code 2018).
- Information collected about the student on this may be shared between the registered provider and the Australian Government and designated authorities and, if relevant, the Tuition Protection Services, Debt collection agencies.
- This information includes personal and contact details, course enrolment details and changes, and the circumstance of any suspected breach by the student of a student visa condition. In other instances, information collected on this form can be disclosed without the student's consent where authorised or required by law.

The provision of information is voluntary, but if this information is not provided, the College may be unable to process student enrolment. Students have a right of access to, and correction of, personal information in accordance with Privacy Legislation and the College's Privacy Policy.

Please refer to the Privacy Policy section in the Student Handbook or MVC Website <http://www.mvc.edu.au/privacy.html>

20) Student Declaration and Consent

- I understand that by signing this application form, I may be sent a Formal Letter/s of Offer/Written Agreement Contract from Meridian Vocational College.
- I authorise Meridian Vocational College to contact me by SMS, Email or phone.
- I authorise Meridian Vocational College to verify any information I have provided on this form.
- I give Meridian Vocational College permission to obtain official records / confirm details from a previous educational college attended by me.
- I have read and understood all of the information on this form.
- I am aware of my obligation to advise of any changes to my contact details within 7 days including a change to my next of kin / emergency contact / phone number /address or email
- I am aware of my obligation to pay outstanding fees and I understand non-payment of fees can lead to cancellation of my course enrolment by Meridian Vocational College.
- I am aware I must abide by visa conditions throughout my enrolment period in Australia including maintaining attendance and course progress as per the College policies and procedures.
- I understand my application fee (AUD\$250) payable with the lodgement of this form is non-refundable.
- I understand living costs in Australia may be higher than my home country and to understand approximate cost I have [calculated cost of living](#) before applying to study in Australia.
- I understand Tuition and Non-Tuition fees may change during my course.
- I have been provided with pre-enrolment information including the Meridian Vocational College International Student Handbook & marketing information containing: entry requirements for the course including English language, academic requirements, work experience and course credit/RPL applicable; any required work based training, course content, duration & holiday breaks, qualification/s on completion, modes of study and assessment methods; Meridian Vocational College campus locations, a general description of facilities, equipment, learning and library resources; details of any arrangements Meridian Vocational College has with any other organisations to provide the course; course related fees (Tuition and Non Tuition); the Meridian Vocational College Refund, Complaints and Appeals; Deferment, Suspension and Cancellation Policies; A description of the ESOS Framework including the ESOS Act 2000 (as amended) and the National Code 2018; costs of living in Australia, Accommodation options, and obligations of schooling for any school aged dependents I may have.
- I acknowledge and agree that Meridian Vocational College may share personal information with The Australian Government and designated authorities and, if relevant, the Australian Skills Quality Authority (ASQA), the Tuition Protection Service (where applicable) and their authorised auditors.
- I acknowledge and agree that Meridian Vocational College may advise the Department of Home Affairs (DHA) and my agent about personal information, changes in my enrolment and any breach of my student visa conditions.
- I am aware I can obtain additional copies of the International Student Handbook, Policies, Procedures and Marketing Information from the Meridian Vocational College website: <http://www.mvc.edu.au/>
 - **I declare I have received a copy of Student handbook and Course guide.**
 - **I declare that the information I have provided to the best of my knowledge, is true and correct.**
- **I consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice above.**

Applicant's Name:

Applicant's Signature:

Date:

MVC OFFICE USE ONLY

Application assessed by:

Staff name: _____

Title: _____ Admissions officer -MVC_____

Date: _____

** Attach enrolment assessment checklist - Doc#1865*

LETTER OF OFFER - **APPROVED** / **NOT APPROVED**

(Notes if any)