

Student Number: _____

USI NUMBER: _____ (Office Use)

Personal Details (please use block letters)

TITLE	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other- Please Specify:		
STUDENT NAME:	SURNAME:		FIRST NAME:
	MIDDLE NAME:	Previous Name if you have been known by another name:	
ADDRESS:	STREET ADDRESS:		
	TOWN/SUBURB:	STATE:	POSTCODE:
POSTAL ADDRESS:		STATE:	POSTCODE:
PHONE:		EMAIL:	
EMPLOYER OR COMPANY NAME:		DATE OF BIRTH:	
GENDER	MALE <input type="checkbox"/> FEMALE <input type="checkbox"/> INDETERMINATE/INTERSEX/UNSPECIFIED <input type="checkbox"/>		
COUNTRY OF BIRTH		CITY OF BIRTH	
EMERGENCY CONTACT:	NAME:		RELATIONSHIP:
	ADDRESS:		
	PHONE: (Home):		(Mobile):
PREFERRED CONTACT METHOD:	<input type="checkbox"/> Fax <input type="checkbox"/> Phone <input type="checkbox"/> Mobile <input type="checkbox"/> Post <input type="checkbox"/> Email <input type="checkbox"/> In Person		

IDENTIFICATION *(Please select and complete (1) method of PHOTO ID & SUPPLY A COLOR COPY FRONT & BACK)*

1) DRIVERS LICENCE

Name on Licence: _____

Number: _____

State Of Issue: _____

OR;

2) MEDICARE CARD

10 Digit Number _____

Colour – Green Blue Yellow _____

Name as it appears on card _____

Does the name appear on one line Yes No _____

Individual Reference No _____

Expiry Date(mm/yyyy)_____

OR;

3) VISA (OVERSEAS STUDENT)

Passport number: _____

Coutry of issue: _____

Expiry Date: _____

4) AUSTRALIAN PASSPORT

Name on Passport: _____

Number: _____

Date Of Issue: _____

Expiry Date: _____

OR;

5) BIRTH CERTIFICATE (AUSTRALIAN)
*(*Please note an extract is INSUFFICIENT)*

Name on Certificate: _____

Registration State: _____

Registration Year: _____

Registration No: _____

Date Printed: _____

Registration Date: _____

Certificate No: _____

Course Details

COURSE NAME:	Course in Firearms and Weapons Safety (Approved for Firearms Licensing in Qld)		
COURSE CODE:	11029NAT		
STUDY MODE	<input type="checkbox"/> Category A <input type="checkbox"/> Category B <input type="checkbox"/> Category C <input type="checkbox"/> Category D <input type="checkbox"/> Category H <input type="checkbox"/> Category M (Crossbow) <input type="checkbox"/> Collector <input type="checkbox"/> Category M (Miscellaneous) <input type="checkbox"/> Category E		
COURSE LOCATION		COURSE DATE	

Other Personal Details (Required by Government Authority)

Employment Status

Full Time Employee Casual Employment Self employed
 Part Time Employee (includes School Based) Not employed Retrenched worker 25 years or over
 Registered job seeker – please provide
 Name of Job Services Provider: _____ Job Seeker ID number: _____

Language and Diversity

Are you of Aboriginal or Torres Strait Islander Origin?

Yes, Aboriginal Yes, Torres Strait Islander Yes, both Aboriginal and Torres Strait Islander
 No

What language do you mainly speak at home? English only Other _____

How well do you speak English?

Very well Well Not Well Not at all

Residency

Were you born in Australia Yes No – please specify country of birth _____

Residency status Australian Citizen Permanent Resident Permanent Humanitarian Visa

In which year did you arrive in Australia _____

If you are **NOT** an Australian Citizen or Permanent Resident, please complete the following:

Your visa sub-class details: _____

Study Reasons

To get a job To get a better job or promotion For self development
 To develop my existing business It was a requirement of my job Other reasons
 To start my own business I wanted extra skills for my job
 To try for different career To get into another course of study
 For personal interest

Special Needs

Do you consider yourself to have a disability, impairment or long term medical condition which may affect your studies?

Yes No

If yes, please indicate the area/s of impairment:

Hearing/Deaf Learning
 Intellectual Medical Condition
 Acquired Brain Impairment Mental Health Condition
 Vision Physical/Mobility
 Other (please specify): _____

If yes, would you like to receive advice on support services, equipment and facilities which may assist you?

Yes No

Education Details

Secondary Education – What is your highest COMPLETED school level? (please tick ONE box only)

- | | |
|--|--|
| <input type="checkbox"/> Completed a Year 12 qualification or equivalent | <input type="checkbox"/> Completed a Year 11 qualification or equivalent |
| <input type="checkbox"/> Completed a Year 10 qualification or equivalent | <input type="checkbox"/> Completed a Year 9 qualification or equivalent |
| <input type="checkbox"/> Completed Year 8 or Lower | <input type="checkbox"/> Did not go to High School |

In which **YEAR** did you complete that school level? _____

Are you still attending Secondary School? Yes No

What was the suburb and post code where you were residing while attending Secondary School?

Suburb: _____ Post Code: _____

Post Secondary Education

What is your highest educational participation? (please tick one box only)

- | | |
|--|--|
| <input type="checkbox"/> A complete Higher Education Postgraduate course | <input type="checkbox"/> A complete Higher Education Bachelor course |
| <input type="checkbox"/> A complete Higher Education Sub-Degree course | <input type="checkbox"/> An incomplete Higher Education course |
| <input type="checkbox"/> A complete Final year of Secondary Education | <input type="checkbox"/> Other qualification, complete or incomplete |
| <input type="checkbox"/> No prior education attainment | <input type="checkbox"/> A complete VET award course (Certificate III) |
| <input type="checkbox"/> An incomplete VET award course | |

In which year did you complete that level? _____

How did you find out about this training program?

- Employer Newspaper Advertisement
- Website or internet advertisement Employment Services / Job Network Provider
- Other: _____

Student Declaration

I declare that,

- To the best of my knowledge, the information on this form and the supporting evidence supplied by me is true and correct in all regards. I understand that it is a criminal offence to provide false or misleading information.
- I have read and understood the Privacy Notice available on the BTS website www.ballistic.edu.au
- I am aware of the National VET Data Policy which is available on the BTS Website www.ballistic.edu.au or on the Australian Government Site <https://www.dese.gov.au/national-vet-data/resources/national-vet-data-policy>
- I have read and understand the enrolment terms and conditions have read and understand the USI Registration requirements which is available on the BTS Website www.ballistic.edu.au or on the Australian Government Site <https://www.usi.gov.au/>
- I have read & understand the Course registration & payments covering cancellations & refunds & aware that:
 - Ballistic Training Solutions collects course fees, from individual students, prior to training being provided.
 - Registrations are date transferable up until 7 working days prior to course commencement.
 - Cancellations received less than 2 working days prior to course commencement of enrolled course are non-refundable.
 - Cancellations/transfers received between 2 and 7 working days prior to course commencement attract a 20% cancellation/transfer fee.
 - Course Module changes made within 2 day of course commencement date will attract a \$50 administration processing charge where applicable.
 - Traineeships attract student contribution fees and are payable upon completion of units. Exemptions and concessions may apply based on program and student individual eligibility.
- I am aware of my responsibilities under COVI-19 or any other health related hygiene requirements as applicable to my participation in training with ballistic Training Solutions and aware of the COVID19 and Hygiene Policy available on the BTS website www.ballistic.edu.au
- I consent to the Ballistic Training Solutions contacting me in relation to potential future training opportunities related to this course of study and ongoing currency.
- I understand that any learner resources that are issued to me by Ballistic Training Solutions be lost or damaged, the cost of replacement is my responsibility.
- I am aware of and committed to the Student Code of Conduct and academic integrity requirements as defined in the student handbook and aware that any plagiarism, contract cheating or use of Artificial Intelligence to complete my assessment works is considered a breach of these requirements and may result in the cancelation of my enrolment.
- I am fully aware of the qualification/unit of competency requirements that I have applied for including any specific licensing permits or conditions that apply to this course.
- I am fully aware that I am required to supply relevant details including proof of my identity and payment for my course or deposit PRIOR to confirmation of my registration per individual payment plan or invoice details.
- I am fully aware and agree to Ballistic Training Solutions Policies and Procedures and am aware of the information regarding Complaints, Rights and Responsibilities available on www.ballistic.edu.au website.

Student 's Signature: _____ Date: _____

Parent / Guardian Signature (if under 18): _____ Date: _____

Relationship to Participant _____

STUDENT ENROLMENT & UNIQUE STUDENT IDENTIFIER (USI) REGISTRATION FORM

What is a USI and why do you need one?

A USI is a reference number made up of numbers and letters that give you access to your USI account. A USI will allow your USI account to be linked to the National Vocational Education and Training (VET) Data Collection allowing you to see all of your training results (after 1 January 2015) from all providers including all completed training units and qualifications.

The USI will make it easier for you to find and collate your VET achievements into a single authenticated transcript. It will also ensure that your VET records are not lost.

Privacy Notice

If you do not already have a Unique Student Identifier (USI) and you want BTS to apply for a USI to the Student Identifiers Registrar (Registrar) on your behalf, BTS will provide to the Registrar the following items of personal information about you:

<ul style="list-style-type: none"> your name, including first or given name(s), middle name(s) and surname name as they appear in an identification document; 	<ul style="list-style-type: none"> your date of birth, as it appears, if shown, in the chosen document of identity;
<ul style="list-style-type: none"> your city or town of birth; 	<ul style="list-style-type: none"> your country of birth;
<ul style="list-style-type: none"> your gender; and 	<ul style="list-style-type: none"> Your contact details.

When we apply for a USI on your behalf the Registrar will verify your identity. The Registrar will do so through the Document Verification Service (DVS) managed by the Attorney-General's Department which is built into the USI online application process if you have documents such as a Medicare card, birth certificate, driver license, Australian passport, citizenship document, certificate of registration by descent, ImmiCard or Australian entry visa.

If you do not have a document suitable for the DVS and we are authorised to do so by the Registrar we may be able to verify your identity by other means. If you do not have any of the identity documents mentioned above, and we are not authorised by the Registrar to verify your identity by other means, we cannot apply for a USI on your behalf and you should contact the Student Identifiers Registrar.

In accordance with section 11 of the Student Identifiers Act 2014 Cth (SI Act), we will securely destroy personal information which we collect from you solely for the purpose of applying for a USI on your behalf as soon as practicable after the USI application has been made or the information is no longer needed for that purpose, unless we are required by or under any law to retain it.

The personal information about you that we provide to the Registrar, including your identity information, is protected by the Privacy Act 1988 Cth (Privacy Act). The collection, use and disclosure of your USI are protected by the SI Act.

If you ask BTS to make an application for a student identifier on your behalf, BTS will have to declare that BTS has complied with certain terms and conditions to be able to access the online student identifier portal and submit this application, including a declaration that BTS has given you the following privacy notice:

You are advised and agree that you understand and consent that the personal information you provide to us in connection with your application for a USI:

Under the Data Provision Requirements 2012, Ballistic Training Solutions Pty Ltd is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

Your personal information (including the personal information contained on this enrolment form), may be used or disclosed by Ballistic Training Solutions Pty Ltd for statistical, administrative, regulatory and research purposes. Ballistic Training Solutions may disclose your personal information for these purposes to:

- Commonwealth and State or Territory government departments and authorised agencies; and
- NCVER.
- Personal information that has been disclosed to NCVER may be used or disclosed by NCVER for the following purposes:
- populating authenticated VET transcripts;
- facilitating statistics and research relating to education, including surveys and data linkage;
- pre-populating RTO student enrolment forms;
- 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 a student survey which may be administered by a government department or NCVER employee, agent or third party contractor or other authorised agencies. Please note 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 National VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at www.ncver.edu.au).

Privacy policies and complaints

You can find further information on how the Registrar collects, uses and discloses the personal information about you in the Registrar's Privacy Policy at www.usi.gov.au/Pages/privacy-policy.aspx or by contacting the Registrar at usi@industry.gov.au or telephone 13 38 73. The Registrar's Privacy Policy contains information about how you may access and seek correction of the personal information held about you and how you may make a complaint about a breach of privacy by the Registrar in connection with the USI and how such complaints will be dealt with.

You may also make a complaint to the Information Commissioner about an interference with privacy pursuant to the Privacy Act, which includes the following:

- misuse or interference of or unauthorised collection, use, access, modification or disclosure of USIs; and
- a failure by Us to destroy personal information collected by you only for the purpose of applying for a USI on your behalf.

For information about how BTS collects, uses and discloses your personal information generally, including how you can make a complaint about a breach of privacy, please refer to BTS privacy policy.

I request that BTS apply for a USI on my behalf and confirm that I understand the information regarding the sharing of my personal details above.

I am aware that further information is available at www.usi.gov.au including details on exemptions, requirements and USI information collection requirements.

Name of student

(Signature of acceptance by student)

Do you have a USI? If you do, what is your USI _____