

Personal Details	
Title	
Given Name:	
Other name(s):	
Family name (surname):	
Gender:	<input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Other
Date of birth:	
Nationality:	

Country of origin address	
Address	Unit/Flat/Suit:
	Street number:
	Street name:
	City/suburb/Town:
	State/Province/Region:
	Postal/Zip code:
	Country:
Home Phone number:	
Work Phone number:	
Mobile	
EMAIL address	
Alternate Email address (optional)	

Australian residential address (if applicable)	
Unit or Apartment number	
Full Street address	
Suburb	
Post code	
State	

Postal address (if different from residential address)

Unit or Apartment number	
Full Street address	
Suburb	
Post code	
State	

Passport details	
Passport number:	
Country of issue:	
Expiry date:	

Visa details	
Current visa you hold for Australia	
Date your current visa expires	
Do you need to apply for an overseas student visa for Australia?	
Have you ever been denied an Australian visa?	
Do you give MMC permission to complete a VEVO check?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Unique Student Identifier (USI)											
Do you have a USI?	<input type="checkbox"/> Yes <input type="checkbox"/> No										
If yes, please provide your USI number in the box below -											
<table border="1" style="width: 100%; height: 20px;"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>											
If you do not have a USI number, you can visit www.usi.gov.au to create your USI. You can also contact our Student Support Officers to guide you how you could create your USI using the website.											

Language and cultural diversity

In which country were you born?	
Do you speak a language other than English at home?	<input type="checkbox"/> No, English only <input type="checkbox"/> Other, please specify _____

Disability	
Do you consider yourself to have a disability, impairment or long-term condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Please select the area/s in the following list, if you ticked Yes box in the previous section	
<input type="checkbox"/> Hearing/deaf	<input type="checkbox"/> Physical
<input type="checkbox"/> Intellectual	<input type="checkbox"/> Learning
<input type="checkbox"/> Mental illness	<input type="checkbox"/> Acquired brain impairment
<input type="checkbox"/> Vision	<input type="checkbox"/> Medical condition
<input type="checkbox"/> Other	

Education/Qualification achieved	
Name of highest qualification achieved?	
Do you have an IELTS score?	<input type="checkbox"/> Yes <input type="checkbox"/> No Score:
Do you have a TOEFL score?	<input type="checkbox"/> Yes <input type="checkbox"/> No Score:
Do you have a PTE score?	<input type="checkbox"/> Yes <input type="checkbox"/> No Score:
Have you successfully completed any qualifications in an Australian institution?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, then which course/s:

Course of study	
<input type="checkbox"/> BSB40215 Certificate IV in Business	<input type="checkbox"/> AUR30616 Certificate III in Light Vehicle Mechanical Technology
<input type="checkbox"/> BSB50120 Diploma of Business	<input type="checkbox"/> AUR40216 Certificate IV in Automotive Mechanical Diagnosis
<input type="checkbox"/> BSB42015 Certificate IV in Leadership and Management	<input type="checkbox"/> AUR50216 Diploma of Automotive Technology
<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)	
Expected course start date:	

Credit Transfer and Recognition of Prior Learning (RPL)	
Do you wish to apply for Course Credit/RPL?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Overseas Student Health Cover (OSHC)	
Do you require Overseas Student Health Cover (OSHC)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Please provide details of your current cover (if applicable).	Start Date: _____ End Date: _____

Pre-Training Review
Please tell us briefly why you have chosen to enrol in this course?
What outcomes are you seeking from completing this course (e.g. career/better employment/further academic pathways etc.)?
Do you have any learning difficulties so that we could provide extra support?

Privacy Policy

1. Why we collect your personal information

As a registered training organisation (RTO), we collect your personal information so we can process and manage your enrollment in a vocational education and training (VET) course with us.

2. 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.

3. 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.

4. 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 NCVET may also disclose personal information to persons engaged by NCVET to conduct research on NCVET's behalf.

The NCVET does not intend to disclose your personal information to any overseas recipients.

For more information about how the NCVET will handle your personal information please refer to the NCVET's Privacy Policy at www.ncvet.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 NVET 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>.

5. Surveys

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

6. Contact information

At any time, you may contact *Melbourne Metropolitan 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

Melbourne Metropolitan College

Phone: 0399 890 720

Website: www.mmc.edu.au | Email: admissions@mmc.edu.au

Address: Level 2/335 Flinders Lane Melbourne VIC 3000

Student Declaration and Consent

I declare that the information I have provided to the best of my knowledge is true and correct.

I acknowledge that I have read and understood Melbourne Metropolitan College's Privacy Policy.

I confirm that I have read and understood Melbourne Metropolitan College's current International Student Prospectus or information provided on Melbourne Metropolitan College website (www.mmc.edu.au) which details information about the ESOS framework, course entry and progress requirements, English entry requirements, LLN requirements. I also understand fees payments and refund policy, including an explanation of what occurs, if for some unforeseen reason, the course is not delivered. I agree that my temporary entry to Australia, if granted, will be for study purposes only. I understand that OSHC is compulsory for all international students, and I will be responsible to arrange my own health cover. I understand that if I have reappointed an education agent, I have authorised the MMC to release personal information and visa documentation relevant to my application to that agent. I authorise MMC to obtain official records from any educational institution previously attended by me in Australia.

STUDENT SIGNATURE (or electronic acknowledgement)

.....

DATE

PARENT/GUARDIAN NAME and SIGNATURE (or electronic acknowledgement)

.....

DATE

**Parental/guardian consent is required for all students under the age of 18*