GOLD COAST DIVE CENTRE & MARINE TRAINING COLLEGE

International Student Application for Enrolment Form

NOTE: This Application for Enrolment is not a formal offer of placement from GCDC. Once the College or its agent has received your completed Application for Enrolment plus certified and translated copies of your Educational Certificate and English Language test, we will email you an official Letter of Offer showing the cost of your chosen course, plus everything you will need to know about study in Australia. The letter will also contain a written Student Agreement.

New enrollment applications for any course selected are required to have student information fully completed, including Australian Address and Home Country Address. Any application with missing information cannot be process, due to compulsory changes in the PRISMS system as the 1st of October 2019. You must be 18 years or older to apply.

1. Personal Details: *(Tick what applies to you)*

Title:	☐ Mr.	☐ Mrs.	☐ Ms.	☐ Miss.	☐ Master	☐ Other
Given names:			**Surname:**			
Gender:	☐ Male ☐ Female ☐ Other		**Date of Birth:**	D /M /Y	**Age in Years:**	

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)

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 GCDC 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.**

Email:			
Country of Birth:		**Nationality:**	
Passport No: **Expiry date:**	# / /	**Country of Passport:**	
USI: **10 digit number**	_ _ _ _ _ _ _ _ _ _	**Phone:**	
Address in Home Country:			
	City: State: Post code:		
	Contact Number:		
Address in Australia:			
	City:	State:	Postcode:
Next of Kin:			
	City: State: Post code:		
	Contact Number: Relationship:		

2. VISA Details: (if held)			
Visa Type: ☐ Student ☐ Working Holiday ☐ Visitor (Tourist) ☐ Other (specify):			
Country of Lodgment:		Type of Visa:	Application date:

3. International applicants who are presently studying in Australia, please complete the information:
Are you studying in Australia at present? ☐ YES ☐ NO *(If no, do not fill in this section)*
Type of Visa held currently:
Visa Start date: / / Visa Expiry date: / /
If yes, at which Australian school, College, or University?
Name of course(s) you are studying:

4. Health Information:
Please list any physical disabilities, injuries, or special requirements that you believe may affect your participation in a scuba diving course. Please note: Diving requires a good level of fitness and agility to be successful in the course. If you suffer any of these conditions below a medical certificate will be required in order for you to start the course. ☐ Hearing ☐ Physical ☐ Learning ☐ Vision ☐ Asthma ☐ Epilepsy ☐ High Blood Pressure ☐ Diabetes

5. Course selection			
Please choose	**Course name: (Please select the course you wish to study)**	**Weeks**	**Start Date**
☐	**SIS30619 Certificate III in Outdoor Leadership (102655A)** 14 Hours of lessons over 2 days | 4 hours of self-study Face-to-face Theory - Practical lessons	46	
☐	**SIS40621 Certificate IV in Outdoor Leadership (108943M)** 14 Hours of lessons over 2 days | 4 hours of self-study Face-to-face Theory - Practical lessons	52	
☐	**SIS50421 Diploma of Outdoor Leadership (108946H)** 14 Hours of lessons over 2 days | 4 hours of self-study Face-to-face Theory - Practical lessons	60	
☐	**MEM30719 Certificate III in Marine Craft Construction (107311G)** 20 Hours of lessons over 2 days Face-to-face Theory - Practical lessons	104	

Note: For all outdoor leadership programs (i.e. Scuba Diving) students can join the course the second Monday on any month please refer to College calendar			
Please specify your swimming level: ☐ Poor ☐ Average ☐ Good ☐ Excellent			
Do you have any previous scuba, or other diving experience? ☐ Yes ☐ No			
If yes, please list your experience:			
Please provide any diving certificates / license held:	☐ SSI	☐ PADI	☐ Other

6. English Language and Academic Entry Requirements

English Language Requirements

The minimum English language entry level for Certificate III, IV and Diploma courses at Gold Coast Dive Centre is a pass of 5.5 in a recent IELTS Test (or equivalent test, or assessment), with a minimum of 5.0 in each band. Applicants who are **non-native speakers of English are required to send a certified and translated copy of a recent English test to GCDC or via their agent before** enrolment can take place **or** sit a placement test provided by the college.

Are you a Native Speaker of English? ☐ YES ☐ NO

If NO, please tick your current approximate level of English:

Beginner (lowest) ☐	Elementary ☐	Pre-Intermediate ☐
Intermediate ☐	Upper Intermediate ☐	Advanced (highest) ☐

Which language do you currently speak at home? _____

If you presently do not meet the minimum English language requirements for entry to GCDC's courses, would you like Gold Coast Dive Centre to organise a full time English Language course with an English College on the Queensland Gold Coast?

☐ Yes, please send me information about a Gold Coast English school.

Academic Requirements

The minimum academic entry level for Certificate III, IV and Diploma courses at Gold Coast Dive Centre is a pass in the Junior High School (Year 10) Certificate, or equivalent.

What was your highest academic level? (show X in one box only.)

Junior High School Certificate ☐	Diploma Course ☐	Undergraduate Degree ☐
Post Graduate Degree ☐	Doctorate ☐	Other ☐

7. Overseas Student Health Cover (OSHC):

IMPORTANT NOTES REGARDING OVERSEAS STUDENT HEALTH COVER:

1. The Australian Government requires all persons entering Australia on a Student Visa to have Overseas Student Health Cover (OSHC).
2. The length of your OSHC MUST cover the total length of your visa
3. Your OSHC Cover starts from the start date of your course

Would you like Gold Coast Dive Centre to organise your OSHC? YES ☐ NO ☐

Would you like Your Respective agent to organise your OSHC? YES ☐ NO ☐

Please Select: BUPA ☐ Medibank ☐ AHM ☐ CBHS ☐ Other ☐

8. Education Agents – Agent to complete this section

Agency name:			
Counsellor name:			
Agent address:			
Agent phone (Home):		**Mobile:**	
Agent email:		**Website**	

9. Permission for use of your image and name:

I grant permission to Gold Coast Dive Centre and Marine Training College to use my name and images of myself to be used in various media, both electronic and print including social media such as Facebook, Instagram or Twitter. Photographs, images and/or videos taken will not be sold to a third Party but may be used in displays, publications or transmitted on third party platforms.	YES ☐ NO ☐

10. Course and Additional Fees:

Visit the website below for the current course fees as well as a list of all additional fees and charges:

- **https://goldcoastdivecentre.com.au/**

All Fees and Charges will also appear in your Letter of Offer

Gold Coast Dive Centre and Marine Training College reserves the right to alter or increase its fees and charges at any time. However, once a deposit of course fees has been paid and an offer has been accepted, the quoted rate will be guaranteed for a period of one calendar year thereafter. Course fees and charges are usually reviewed in October or November each year.

*NOTE: when a student enrols in more than one course at the same time, enrolment fee will be charge only once.

11. AVETMISS Data

The Gold Coast Dive Centre and Marine Training College is required to collect and submit data compliant with AVETMISS for the National VET Provider Collection as required by the Data Provision Requirements 2012 and National VET Data Policy. The following questions are aligned to the AVETMISS 8.0 Data.

1. Are you of Aboriginal or Torres Strait Islander origin?	YES ☐ NO ☐
2. Do you consider yourself to have a disability, impairment or long-term condition?	YES ☐ NO ☐

If you indicated the presence of a disability, impairment or long-term condition, please select the area(s) from the following:

Hearing/deaf ☐ Physical ☐ Intellectual ☐ Learning ☐ Mental illness ☐ Acquired brain impairment ☐ Vision ☐ Medical condition ☐ Other ☐

4. What is your highest COMPLETED school level (or local equivalent)? (Tick ONE box only)

Year 12 ☐ Year 11 ☐ Year 10 ☐ Year 9 ☐ Year 8 ☐ Never attended school ☐

5. Are you still enrolled in secondary or senior secondary education?	YES ☐ NO ☐

6. Have you SUCCESSFULLY completed any of the qualifications listed below?

If YES, tick ANY applicable boxes

- ☐ Bachelor degree or higher degree
- ☐ Advanced diploma or associate degree
- ☐ Diploma (or associate diploma)
- ☐ Certificate IV (or advanced certificate/technician)
- ☐ Certificate III (or trade certificate)
- ☐ Certificate II
- ☐ Certificate I
- ☐ Other education (including certificates or overseas qualifications not listed above)

8. Of the following categories, which BEST describes your current employment status?

- ☐ Full-time employee
- ☐ Part-time employee
- ☐ Self employed – not employing others
- ☐ Self employed – employing others
- ☐ Employed – unpaid worker in a family business
- ☐ Unemployed – seeking full-time work
- ☐ Unemployed – seeking part-time work
- ☐ Not employed – not seeking employment

9. Of the following categories, select the one which BEST describes the main reason you are undertaking this course:

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

12. Student Declaration:

I have read, understood and agree to comply with the Terms and Conditions, the Privacy Policy and the Fees and Charges, Cancellation and Refund Policy of the Gold Coast Dive Centre and Marine Training College as outlined in the Student Handbook, and I agree to those terms and conditions.

I declare that to the best of my knowledge, the information I have supplied is accurate and complete in every detail.

Student name:	
Passport No:	
Signature:	
Date:	

Please DO NOT PAY ANY FEES NOW (see note below).

Once the College or its agent has received your completed Application for Enrolment plus certified and translated copies of your Educational Certificate and English Language test, and you are accepted, we will email you an official Letter of Offer showing the cost of your chosen course, plus everything you will need to know about study in Australia. The letter will also contain a written Student Agreement.

Please returned the signed Letter of Offer to the college together with the initial payment of fees in advance. Once the initial payment of fees in advance is paid you will receive the Confirmation of Enrolment for each course selected, which you or your agent can start the process to obtain your **Australian Student Visa.**

All this sounds like lot of work, but it safeguards you from any misunderstanding about your enrolment and the whole process could only take a couple of days if you have all your certified documents and your course fees ready to go.

When you apply for your Student Visa, take careful note of what the Australian Embassy requires you to bring to your visa interview. They will want a copy of your translated and certified results too.

Unique Student Identifier (USI)

From 1 January 2015, the Gold Coast Dive Centre and Marine Training College 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 NCVER. 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, once you enter Australia.

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 another training organisation. 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/.

Privacy Notice

Why we collect your personal information?

As a registered training organisation (RTO), Compass Rose International College Pty Ltd collect your personal information so we can process and manage your enrolment in a vocational education and training (VET) course with us. If you do not provide us with complete AVETMISS data, including your USI, you will not be allowed to continue with your course. You will have 7 days after your enrolment is processed to provide this data.

How we use and disclose 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. 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. Your data will not be disclosed to any overseas provider.

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 the Gold Coast Dive Centre and Marine Training College using the contact details listed below. Department of Education, Skills and Employment (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, including the Australian Skills Quality Authority (ASQA) 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 the Gold Coast Dive Centre and Marine Training 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

For more information, call Compass Rose International College Pty Ltd on +61 7 5572 0511 and read the RTO's privacy policy in the student handbook.