



RTO No. 22581 CRICOS No. 03649A

(A) Course Details

Intake Term: 1 2 3 4 Year: _____

Select	Course Code	Course Title	Duration	Tuition Fee	Application and Material Fee*
<input type="checkbox"/>	CPC30211	Certificate III in Carpentry	104 weeks	\$26,250.00	\$1,750.00
<input type="checkbox"/>	CPC40110	Certificate IV in Building and Construction (Building)	40 Weeks	\$8,000.00	\$ 500.00
<input type="checkbox"/>	CPC50210	Diploma of Building and Construction (Building)	90 Weeks	\$ 15,000.00	\$ 500.00

*Note: Application and Material Fees are non-refundable

(B) Personal Details

Title: Mr Miss Mrs Ms

Given Name(s):

Last Name:

Gender: Male Female Others

Date of Birth:

Nationality:

Age:

Passport Number:

Expiry Date:

(C) Contact Details

Address in Home Country:

City:

Country:

Post Code:

Address in Australia (if applicable):

Suburb:

State:

Post Code:

Phone Number:

Mobile:

Email Address:



(J) Disability

Do you have a disability, impairment or permanent medical condition that can affect your studies?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Hearing <input type="checkbox"/> Vision <input type="checkbox"/> Learning <input type="checkbox"/> Mobility <input type="checkbox"/> Others _____ _____	

(K) Schooling

What is your highest COMPLETED school level (tick one box only)
 If you are currently enrolled in secondary education, the *Highest school level completed* 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 *Highest school level completed* is Year 9.

<input type="checkbox"/> 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 Equivalent	<input type="checkbox"/> Never attended school

Are you still enrolled in secondary or senior secondary education? Yes No

(L) 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).

<input type="checkbox"/> 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	

(M) Study Reason

Of the following categories, select the one which BEST describes your main reason for undertaking this course/traineeship/apprenticeship? (Tick one box only)

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

(N) Language and Cultural Diversity

Country of Birth	<input type="checkbox"/> Australia <input type="checkbox"/> Other, please specify: _____
Town or City of Birth	_____
Do you speak a language other than English at home? <i>If more than one language, indicate the one that is spoken most often.</i>	<input type="checkbox"/> No, English only <input type="checkbox"/> Yes, other, please specify: _____
Are you of Aboriginal or Torres Strait Islander origin? <i>For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes.</i>	<input type="checkbox"/> No <input type="checkbox"/> Yes, Aboriginal <input type="checkbox"/> Yes, Torres Strait Islander



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(O) Victorian Student Number: to be completed by all Victorian students aged up to 24 years

A Victorian Student Number (VSN) is allocated to all school and VET students up to 24 years of age upon their first enrolment in a Victorian school from 2009 or their first enrolment in a VET training provider from 2011.

Enter your Victorian Student Number (VSN)

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Have you attended any Victorian school since 2009 or done any training with a vocational education and training (VET) registered training organisation or an Adult and Community Education provider in Victoria since 2011?

No - I have not attended a Victorian school since 2009 or a TAFE or other VET training provider since the beginning of 2011.

Yes - I have attended a Victorian school since 2009

Most recent Victorian school attended:

Yes – I have participated in training at a TAFE or other training organisation since the beginning of 2011

List the most recent training organisations with which you have participated in training in Victoria since 2011 (List up to 3 training organisations)

1.

2.

3.

(P) Unique Student Identifier

From 1 January 2015, ICV 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).

If you have not yet obtained a USI you can apply for it directly at <http://www.usi.gov.au/create-your-usi/> on computer or mobile device.

1. Enter your unique student identifier _____ *If you already have one*

2. If you do not have a USI, would you like us to apply for a USI on your behalf?

Yes – please complete ‘Applying on your behalf’, questions and declaration.

No – skip to next section

APPLYING ON YOUR BEHALF Delete highlighted if you do not apply for USIs on behalf of students.

If you would like ICV 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. Please provide your town/city of birth and ensure that the name written in ‘Personal Details’ section is exactly the same as written in the document you provide below. In accordance with section 11 of the Student Identifiers Act 2014, ICV 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, unless we are required by or under any law to retain it.

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

4. 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).

a. **Australian Driver’s Licence**

State: _____

Licence Number: _____

b. **Medicare Card**

Medicare card number _____

Individual reference number (next to your name on Medicare card): Card colour (circle one): Green / Yellow / Blue

Expiry date ___/___/___ (format DD/MM/YYYY)

c. **Australian Passport**

Passport number _____

d. **Non-Australian Passport (with Australian Visa)**

Passport number _____

Country of issue _____

e. **Immicard Number** _____

f. **Citizenship Certificate**

Stock number _____

Acquisition date (day/month/year)

___/___/___

g. **Certificate of Registration by Descent**

Acquisition date (day/month/year)

___/___/___

USI APPLICATION DECLARATION

I authorise ICV 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 pursuant to the information detailed at <http://www.usi.gov.au/Training-Organisations/Pages/Privacy-Notice.aspx>

Student Signature:

Student Name:

Date:	D	D	M	M	Y	Y	Y	Y
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(Q) Agent/Marketing

How did you hear about International College of Victoria?

- Agent, Facebook, Events, Google Search, Government Websites, Other

(R) Agent Details (if applying through an agent)

Company Name: [Grid]

Agent's Name: [Grid]

Email Address: [Grid]

Contact Number: [Grid]

Agent's Stamp

(S) Enrolment Procedure

1. Enrolment Procedure

- Fill out the Enrolment Form and submit it through a. email to info@icv.edu.au OR b. Post to: Suite 2, Level 12, 190 Queen Street, Melbourne, VIC 3000, Australia OR c. in person to ICV approved education agent or at the ICV reception.

2. Letter of Offer and Enrolment Agreement

ICV Admissions will assess the enrolment application and will issue letter and enrolment agreement of offer within 7 working days. Please note that students who have not completed six months of their principal course may require a release letter from their principal provider, as per the Education Service for Overseas Students (ESOS) Act 2000. If you require a letter of release from your current provider, you are required to provide the letter of release to ICV with this application.

(T) Attachment Checklist

Provide all relevant documents. Incomplete applications will cause delays in processing:

- Certified evidence of English language proficiency such as IELTS, TOEFL, PTE and ELICOS, etc.
Certified documented evidence of Year 11 or equivalent for Certificate III & IV level qualifications OR
Certified documented evidence of Year 12 or equivalent for Diploma level qualifications
Certified copy of Passport
Copy of Visa (ICV may obtain this through VEVO)
Release letter from current Institute (if applicable)
Evidence of Overseas Health Cover (if applicable)
Certified copies of documents to be assessed for Recognition of Prior Learning (RPL) if applicable
Other

(U) Student's Declaration

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

Signature of Student: _____

Date: [Grid]

Address: Suite 2, Level 12, 190 Queen Street, Melbourne, VIC 3000 Phone: +61 3 9942 1836
Website: http://www.icv.edu.au Email: info@icv.edu.au