

NHA Australia Enrolment Form



NHA AUSTRALIA
 NHA Australia
 1 South Road,
 Thebarton, SA 5031
 Provider No: 4891
 Email: admin@nhaa.edu.au
 Phone: (08) 8354 2507

NHAA Office Use Only

Student ID: _____
 Student USI: _____
 STELA ID: _____

Title: Mr Miss Mrs Other / Gender: Male Female

Surname: _____ Given Names: _____

DOB: ____/____/____ (Day / Month / Year) Occupation: _____
 Drivers Licence: _____

Address: St / Crs / Dr: _____
 Suburb: _____ Post Code: _____

Phone: _____ Mobile: _____

Email: _____

Postal

Address: St / Crs / Dr: _____
 (if different from above) Suburb: _____ Post Code: _____

Emergency

Contact Details: Name:...../ Relationship.....

(Must have) Ph: / Mobile:

Course Details: I am enrolling into a Full qualification: YES <input type="checkbox"/> NO <input type="checkbox"/>
Course Name: _____

I agree to NHA Australia's (NHAA) Enrolment, Policy and Procedures requirement not limited to the following:

1. Monies paid to NHAA are subject to the NHAA's refund policy, as stated in the NHA Australia's Student handbook which is available at the NHAA's main office or download via the NHAA's website.
2. Exemptions are considered for previous formal study i.e. RPL. Once enrolled, only studies at this college will be recognised for credit towards your award from the Academy. All applications for exemptions must be completed before commencement of your first enrolled subject.
3. NHAA reserves the right to suspend or expel a student from training at any time, dependent on any of the following:
 - a. Where any or all appropriate fees have not been paid.
 - b. Where the student has not upheld and or abided by NHAA's policies and procedures.
 - c. Where the student has engaged in misconduct as deemed by the NHAA Trainer(s) and or the NHAA Staff at their sole discretion.
4. It is the students' responsibility to notify NHAA administration immediately of any changes of address, email, telephone numbers (business and private) or circumstances while booking or undertaking any course of study.
5. It is a NHAA requirement that all participants are aware and follow all NHAA instructions and direction at all times. If there are medical or cultural reasons why a student cannot reasonably participate the student must advise NHAA administration in writing before the commencement of the course to be considered to qualify for exemption (if possible and or applicable).
6. All course assignments and or intellectual property are copyright and it is acknowledged that they remain the property of the NHAA with no rights of any type or nature conferred to any other party, entity etc.
7. Student records remain confidential, other than as may be required by law or regulation, but may be accessed by State or Commonwealth departments and or an employer where fees has been paid by the employer.
8. Any other matter not specifically mentioned in this document covered by NHAA Policies, procedures and guidelines (as may be amended from time to time) are agreed to be binding at the sole discretion of NHAA.
9. I understand and agree that fees paid to NHAA are refundable only in strict accordance with the NHAA's refund policy, as contained in the NHAA's student handbook (as may be amended from time to time).
10. I agree to be bound, accept and comply with the information, student policies and procedures, as listed in the NHAA student handbook, and or associated documents, available at www.nhaa.edu.au which I have read.
11. I agree that as part of my course requirements, I will be required to participate in all class activities with trainers, other students and or guest lecturers of NHAA.
12. Once I have paid for the course I agree to provide USI number and a screen shot of the USI website, to enrol go on line and get one at <https://portal.usi.gov.au/student/Usi/Create/PersonalDetails>
13. I agree to pay my fees in accordance with the procedures stated in NHAA's Student Handbook.

I have read and freely agree to the conditions of my enrolment at NHAA.

Signature: Date: / /

Please fill in both sides of this enrolment form

TRAINING COURSE DATA: Please complete the following statistical data regarding your enrolment

The information below is required by the government for statistical information only. No other party is privy to this information without your prior written consent.

<p>1. Do you speak a language <u>other than English</u> at home? YES <input type="checkbox"/> NO <input type="checkbox"/> If you do speak another language, how well do you speak, read and understand English? Very Well <input type="checkbox"/> Well <input type="checkbox"/> Very Little <input type="checkbox"/> Not at all <input type="checkbox"/></p>	<p>9. Of the following categories, which best describes your current employment status? <input type="checkbox"/> Full-time employment <input type="checkbox"/> Part-time employment <input type="checkbox"/> Self-employed - not employing others <input type="checkbox"/> Employer <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</p>
<p>2. In which country were you born? Australia <input type="checkbox"/> Other <input type="checkbox"/> _____</p>	<p>10. Of the following categories, which best describes your main reason for undertaking this study course? (Cross out <input checked="" type="checkbox"/> the most appropriate box - one box only) <input type="checkbox"/> 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"/> Other reasons</p>
<p>3. Are you of Aboriginal or Torres Strait Islander origin? YES <input type="checkbox"/> NO <input type="checkbox"/> BOTH <input type="checkbox"/></p>	<p>11. How did you first hear about NHA Australia? <input type="checkbox"/> Newspaper <input type="checkbox"/> Relative/Friend <input type="checkbox"/> Internet – Google <input type="checkbox"/> Internet - other <input type="checkbox"/> Yellow Pages print <input type="checkbox"/> School/Workplace <input type="checkbox"/> Other _____</p>
<p>4. Are you still attending secondary school? YES <input type="checkbox"/> NO <input type="checkbox"/></p>	<p>Have you tried any other colleges before coming to NHA Australia? YES <input type="checkbox"/> NO <input type="checkbox"/> Whom</p>
<p>5. What is the highest level you completed in school? <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 below <input type="checkbox"/> Never Attended School</p>	<p>6. In what year did you leave school? _____</p>
<p>7. Have you successfully completed any other formal qualifications? No <input type="checkbox"/> Yes <input type="checkbox"/> If Yes, cross (<input type="checkbox"/>) the a box below: <input type="checkbox"/> 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"/> Certificates other than mentioned above</p>	<p>8. Do you consider yourself to have any special needs i.e. Allergies / Disability / Impairment or long term condition(s)? No <input type="checkbox"/> Yes <input type="checkbox"/> if yes, please describe condition(s) below: </p>
<p>Please Note: The Australian Skills Quality Authority (ASQA) collects the required information on this form for use by the Commonwealth Department of Education Science and Training. This information is collected for the purpose of auditing participation and the monitoring and reporting of training outcomes. The information you provide may be accessed by officers of these two departments and by the National Centre for Vocational Education Research (NCVER) for the above purposes.</p>	
<p>I have read the above information and agree to abide by all information of the (2) two pages completed and/or any other NHAA policy and procedures within the NHA Australia's Student Handbook.</p>	
<p>Participants Signature: / Date: /..... /.....</p>	
<p>Payment Method <input type="checkbox"/> Please outline your payment method <input type="checkbox"/> Payment by direct bank transfer which is our preferred method of payment: Acc. Name: Training Austral Asia Pty Ltd BSB: 015-257 Acc. No: 387 272 966 Ref: Please use your name as reference <input type="checkbox"/> Payment in person with cash or credit card 14 days (2 weeks) prior to commencement of course. <input type="checkbox"/> Cheque attached (or posted on/...../.....)</p>	