



1. Student Enrolment Form (Template)

1. Student Details

- Given Name(s): _____
- Family Name: _____
- Date of Birth: ____ / ____ / ____
- USI: _____
- Gender: _____
- Email: _____
- Mobile: _____
- Residential Address: _____
- Postal Address (if different): _____
- Emergency Contact & Phone: _____
- Employer (if applicable): _____

2. Course Selection

Tick ONE qualification or select Individual Unit(s) of Competency.

Selection	Qualification / Training
☐	BSB50120 Diploma of Business
☐	BSB40520 Certificate IV in Leadership & Management
☐	TLI40324 Certificate IV in Supply Chain Operations
☐	Individual Unit(s) of Competency (see www.I4BLD.com)

If enrolling in individual units, list the unit code(s) and title(s):

3. Recognition & Credit

- ☐ I wish to apply for Recognition of Prior Learning (RPL).
- ☐ I wish to apply for Credit Transfer.
- ☐ I am not applying for RPL or Credit Transfer.

4. Language, Literacy & Numeracy (LLN)

☐ I understand I may be required to complete an LLN assessment prior to commencement.

5. Learner Declaration

I declare that the information provided is true and correct. I understand that I must provide a valid USI before AQF certification can be issued. I acknowledge that I have read or will read the Student Handbook, including information relating to fees, refunds, complaints and appeals, privacy, learner support, assessment, credit transfer and RPL.

I consent to the collection, storage and use of my personal information in accordance with the Privacy Act 1988 and the National VET Data Policy.

Student Signature: _____ Date: ____/____/____

Parent/Guardian Signature (if applicable): _____



6. Office Use Only

- Date Received: _____
- Identity Verified: ☐ Yes ☐ No
- USI Verified: ☐ Yes ☐ No
- LLN Completed: ☐ Yes ☐ No
- Enrolment Accepted: ☐ Yes ☐ No
- Student Management System Updated: ☐ Yes ☐ No
- Processed By: _____

Required Supporting Documents

- Proof of identity
- USI (or permission to create one)
- RPL/Credit Transfer evidence (if applicable)
- Employer authority (if employer-funded)