

APPLICATION FOR ENROLMENT - INTERNATIONAL STUDENTS

- Is this the first time you have enrolled at Australasia Technology Institute? ☐ YES ☐ NO
- Application type : ☐ **Offshore**(Overseas Student) ☐ **Onshore**(Overseas Student in Australia)
- Is your Enrolment? ☐ VET ☐ ELICOS then VET

TITLE:	<input type="checkbox"/> MR <input type="checkbox"/> MISS <input type="checkbox"/> MRS <input type="checkbox"/> MS <input type="checkbox"/> OTHER : _____			GENDER:	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE <input type="checkbox"/> OTHER		
Given Name:				Middle Name:			
Family Name:							
Date of Birth (DD/MM/YYYY):							
City of Birth:				Country of Birth:			
Passport No.:				Expiry Date:			
Type of Visa				Expiry Date:			
AUSTRALIAN CONTACT DETAILS							
<i>Please provide the physical address (street number and name –not post-office box) where you usually reside rather than any temporary address at which you reside for training, work or other purposes before returning to your home. If you are from a rural area use the address from your state's or territory's 'rural property addressing' or 'numbering' system as your residential street address. Building/property name is the official place name or common usage name for an address site, including the name of a building, Aboriginal community, homestead, building complex, agricultural property, park or unbounded address site.</i>							
Number and Street:							
Suburb:				State/Territory:			
Postcode:				Country:			
Phone(Mobile):				Email:			
OVERSEAS CONTACT DETAILS							
Number and Street:							
Town/City:				State/Territory:			
Postcode:				Country:			
Phone(Mobile):				Email:			
EMERGENCY CONTACT							
Name:				Relationship:			
Full Address:							
Phone:				Email:			
AGENT NAME:				Agent contact No:			
RPL (RECOGNITION OF PRIOR LEARNING)							
PLEASE COMPLETE THIS SECTION IF YOU BELIEVE YOU ARE ELIGIBLE TO APPLY FOR RECOGNITION OF PRIOR (RPL) OR FOR CREDIT TRANSFER. <i>Please note, applying for this will impact your course duration so bear in mind that if this is approved then your course duration will be less than the time outlined on the course brochure. Depending on the amount that your course is reduced your fees may also be reduced.</i>				I want to apply for a credit transfer for the following unit/s: I want to apply for RPL for the following unit/s: If applying for a credit transfer, please attach a certified copy of the Statement of Attainment or Record of Results and Qualification for each unit.			

SPECIAL NEEDS		
ATI is committed to helping students with Special Needs. Please make any comments that may assist us in ensuring that your circumstances and or your needs are addressed by us:		
AVETMISS DATA – 8.0		
IN WHICH COUNTRY WERE YOU BORN?	<input type="checkbox"/> Australia [1101] <input type="checkbox"/> Other; please specify:	
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 [1201] <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	
DO YOU CONSIDER YOURSELF TO HAVE A DISABILITY?	<input type="checkbox"/> Yes <input type="checkbox"/> No – go the question about schooling	
If you indicated the presence of a disability, impairment or long-term condition, please select the area(s) in the following list. Review the disability supplement to help you select the right area(s).	<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	11 12 13 14 15 16 17 18 19
WHAT IS YOUR HIGHEST COMPLETED SCHOOL LEVEL? <i>Tick ONE box only.</i>	<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	12 11 10 09 08 02
ARE YOU STILL ENROLLED IN SECONDARY OR SENIOR SECONDARY EDUCATION?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

HAVE YOU SUCCESSFULLY COMPLETED ANY OF THE QUALIFICATIONS LISTED BELOW?	<input type="checkbox"/> Yes <input type="checkbox"/> No																						
If YES, tick ANY applicable boxes.	<table border="0"> <tr> <td><input type="checkbox"/> Bachelor degree or higher degree</td> <td>008</td> </tr> <tr> <td><input type="checkbox"/> Advanced diploma or associate degree</td> <td>410</td> </tr> <tr> <td><input type="checkbox"/> Diploma (or associate diploma)</td> <td>420</td> </tr> <tr> <td><input type="checkbox"/> Certificate IV (or advanced certificate/technician)</td> <td>511</td> </tr> <tr> <td><input type="checkbox"/> Certificate III (or trade certificate)</td> <td>514</td> </tr> <tr> <td><input type="checkbox"/> Certificate II</td> <td>521</td> </tr> <tr> <td><input type="checkbox"/> Certificate I</td> <td>524</td> </tr> <tr> <td><input type="checkbox"/> Other education (including certificates or overseas qualifications not listed here)</td> <td>990</td> </tr> </table>	<input type="checkbox"/> Bachelor degree or higher degree	008	<input type="checkbox"/> Advanced diploma or associate degree	410	<input type="checkbox"/> Diploma (or associate diploma)	420	<input type="checkbox"/> Certificate IV (or advanced certificate/technician)	511	<input type="checkbox"/> Certificate III (or trade certificate)	514	<input type="checkbox"/> Certificate II	521	<input type="checkbox"/> Certificate I	524	<input type="checkbox"/> Other education (including certificates or overseas qualifications not listed here)	990						
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OF THE FOLLOWING CATEGORIES, WHICH BEST DESCRIBES YOUR CURRENT EMPLOYMENT STATUS? (Tick ONE box only) <i>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).</i>	<table border="0"> <tr> <td><input type="checkbox"/> Full-time employee</td> <td>01</td> </tr> <tr> <td><input type="checkbox"/> Part-time employee</td> <td>02</td> </tr> <tr> <td><input type="checkbox"/> Self-employed – not employing others</td> <td>03</td> </tr> <tr> <td><input type="checkbox"/> Self-employed – employing others</td> <td>04</td> </tr> <tr> <td><input type="checkbox"/> Employed – unpaid worker in a family business</td> <td>05</td> </tr> <tr> <td><input type="checkbox"/> Unemployed – seeking full-time work</td> <td>06</td> </tr> <tr> <td><input type="checkbox"/> Unemployed – seeking part-time work</td> <td>07</td> </tr> <tr> <td><input type="checkbox"/> Not employed – not seeking employment</td> <td>08</td> </tr> </table>	<input type="checkbox"/> Full-time employee	01	<input type="checkbox"/> Part-time employee	02	<input type="checkbox"/> Self-employed – not employing others	03	<input type="checkbox"/> Self-employed – employing others	04	<input type="checkbox"/> Employed – unpaid worker in a family business	05	<input type="checkbox"/> Unemployed – seeking full-time work	06	<input type="checkbox"/> Unemployed – seeking part-time work	07	<input type="checkbox"/> Not employed – not seeking employment	08						
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OF THE FOLLOWING CATEGORIES, SELECT THE ONE WHICH BEST DESCRIBES THE MAIN REASON YOU ARE UNDERTAKING THIS COURSE. (Tick ONE box only)	<table border="0"> <tr> <td><input type="checkbox"/> To get a job</td> <td>01</td> </tr> <tr> <td><input type="checkbox"/> To develop my existing business</td> <td>02</td> </tr> <tr> <td><input type="checkbox"/> To start my own business</td> <td>03</td> </tr> <tr> <td><input type="checkbox"/> To try for a different career</td> <td>04</td> </tr> <tr> <td><input type="checkbox"/> To get a better job or promotion</td> <td>05</td> </tr> <tr> <td><input type="checkbox"/> It was a requirement of my job</td> <td>06</td> </tr> <tr> <td><input type="checkbox"/> I wanted extra skills for my job</td> <td>07</td> </tr> <tr> <td><input type="checkbox"/> To get into another course of study</td> <td>08</td> </tr> <tr> <td><input type="checkbox"/> For personal interest or self-development</td> <td>12</td> </tr> <tr> <td><input type="checkbox"/> To get skills for community/voluntary work</td> <td>13</td> </tr> <tr> <td><input type="checkbox"/> Other reasons</td> <td>11</td> </tr> </table>	<input type="checkbox"/> To get a job	01	<input type="checkbox"/> To develop my existing business	02	<input type="checkbox"/> To start my own business	03	<input type="checkbox"/> To try for a different career	04	<input type="checkbox"/> To get a better job or promotion	05	<input type="checkbox"/> It was a requirement of my job	06	<input type="checkbox"/> I wanted extra skills for my job	07	<input type="checkbox"/> To get into another course of study	08	<input type="checkbox"/> For personal interest or self-development	12	<input type="checkbox"/> To get skills for community/voluntary work	13	<input type="checkbox"/> Other reasons	11
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BUSINESS COURSES				
	CRICOS Code	Qualification Code	Qualification Name	Duration
<input type="checkbox"/>	108656G	BSB30120	Certificate III in Business	52 weeks
<input type="checkbox"/>	106607k	BSB40120	Certificate IV in Business	52 weeks
<input type="checkbox"/>	108657F	BSB50120	Diploma of Business	76 weeks
<input type="checkbox"/>	108658E*	BSB60120*	Advanced Diploma of Business*	104 weeks
ICT COURSES				
	CRICOS Code	Qualification Code	Qualification Name	Duration
<input type="checkbox"/>	108659D	ICT40120	Certificate IV in Information Technology	52 weeks
<input type="checkbox"/>	108660M	ICT50220	Diploma of Information Technology	76 weeks
<input type="checkbox"/>	108661K	ICT60220	Advanced Diploma of Information Technology	104 weeks
MARKETING COURSES				
	CRICOS Code	Qualification Code	Qualification Name	Duration
<input type="checkbox"/>	113117C	BSB40820	Certificate IV in Marketing and Communication	52 weeks
<input type="checkbox"/>	113118B	BSB50620	Diploma of Marketing and Communication	52 weeks
<input type="checkbox"/>	113119A*	BSB60520*	Advanced Diploma of Marketing and Communication*	104 weeks
MANAGEMENT COURSES				
	CRICOS Code	Qualification Code	Qualification Name	Duration
<input type="checkbox"/>	113120H	BSB40920	Certificate IV in Project Management Practice	52 weeks
<input type="checkbox"/>	113121G	BSB50820	Diploma of Project Management	52 weeks
<input type="checkbox"/>	113122F*	BSB60720*	Advanced Diploma of Program Management*	104 weeks
AGED CARE COURSES				
	CRICOS Code	Qualification Code	Qualification Name	Duration
<input type="checkbox"/>	114588H*	CHC33021*	Certificate III in Individual Support*	52 weeks
<input type="checkbox"/>	114589G*	CHC43015*	Certificate IV in Ageing Support*	78 weeks
<input type="checkbox"/>	114590C*	CHC52021*	Diploma of Community Services*	104 weeks
CHILDCARE COURSES				
	CRICOS Code	Qualification Code	Qualification Name	Duration
<input type="checkbox"/>	115291F*	CHC30121*	Certificate III in Early Childhood Education and Care*	52 weeks
<input type="checkbox"/>	115381D*	CHC50121*	Diploma of Early Childhood Education and Care*	78 weeks

*Main intake only

Please go to our website for course details & suitability

INTAKE DATE				
2025 * = Main intakes	<input type="checkbox"/> 06/01/2025 *	<input type="checkbox"/> 07/04/2025 *	<input type="checkbox"/> 07/07/2025 *	<input type="checkbox"/> 06/10/2025 *
	<input type="checkbox"/> 10/02/2025	<input type="checkbox"/> 12/05/2025	<input type="checkbox"/> 11/08/2025	<input type="checkbox"/> 10/11/2025
2026 * = Main intakes	<input type="checkbox"/> 05/01/2026 *	<input type="checkbox"/> 06/04/2026 *	<input type="checkbox"/> 06/07/2026 *	<input type="checkbox"/> 05/10/2026 *
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2027 * = Main intakes	<input type="checkbox"/> 04/01/2027 *	<input type="checkbox"/> 05/04/2027 *	<input type="checkbox"/> 05/07/2027 *	<input type="checkbox"/> 04/10/2027 *
	<input type="checkbox"/> 08/02/2027	<input type="checkbox"/> 10/05/2027	<input type="checkbox"/> 09/08/2027	<input type="checkbox"/> 08/11/2027

UNIQUE STUDENT IDENTIFIER (USI)

Australasia Technology Institute 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.

Enter your **Unique Student Identifier (USI)** here:

If you are exempt from having a Unique Student Identifier (USI), please email your USI exemption letter to us, along with your application for enrolment. Further details about USI exemptions can be found here: <https://www.usi.gov.au/exemptions>

PRIVACY NOTICE

WHY WE COLLECT YOUR PERSONAL INFORMATION

As a registered training organisation (RTO), we 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 this information, we will be unable to process your enrolment.

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.

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.

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 Employment and Workplace Relations (DEWR), 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 us using the contact details listed below.

DEWR 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 DEWR will handle your personal information, please refer to the DEWR VET Privacy Notice at <https://www.dewr.gov.au/national-vet-data/vet-privacy-notice>.

We may be required to provide your personal information to the Tuition Protection Scheme (TPS). The TPS may disclose your personal to third parties in accordance with their privacy policy, including but not limited to:

- a contracted service provider engaged by the TPS Director to assist in the performance of the TPS Director's statutory functions;
- education providers to facilitate replacement course arrangements;
- government departments, including the Service Delivery Office within the Department of Finance (Finance), the department, Department of Home Affairs, Services Australia, Overseas Student Ombudsman, VSL Ombudsman, Tertiary Education Quality and Standards Agency, Australian Skills Quality Agency and the Australian Government Actuary.

SURVEYS

You may receive a student survey which may be run by a government department 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 Australasia Technology Institute 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.

Our contact details are:

Email: contact@atinstitute.edu.au

Phone: 02 9163 8977

You may also request our privacy policy if you wish.

STUDENT DECLARATION

- ☐ English Evidence: Attached certified copies of IELTS or English test scores score.
- ☐ Academic Qualifications: Attached certified copies of certified academic qualifications, work experience (if applicable)
- ☐ Passport: Attached a copy of your certified passport (front and back), copy of Visa (if applicable) or birth certificate.
- ☐ Resume and Employment Documentation (if required)
- ☐ Overseas Student Health Cover (if applicable).
- ☐ Financials (if required)
- ☐ I acknowledge that I have participated in (or will participate in) a Course Entry Interview to assess my suitability for the selected course, including LLN and digital literacy requirements.
- ☐ I declare that I have read this document in its entirety and agree to its terms and conditions.
- ☐ I have read the ATI International Student Handbook and agree to its Policies & Procedures and contents available at www.atinstitute.edu.au
- ☐ I hereby declare that the information supplied by me is true and correct.
- ☐ I give permission that any image taken of me while I am a student can be used by the School on its websites, social media and in marketing material.

By signing this Notice, I agree that I have been issued and explained what this notice means and that I have been given this notice which includes any requirements under the State of NSW, Territory laws and ATI Standard Privacy notice which is located in APPLICATION FOR ENROLMENT – INTERNATIONAL STUDENTS.

At any time, I am able to refer to Australasia Technology Institute (ATI) "Privacy Policy" which may be accessed on the ATI website: www.atinstitute.edu.au

STUDENT NAME: _____

STUDENT SIGNATURE: _____

DATE: ____ / ____ / ____

Please complete this form attaching all required documents and email to: enrolment@atinstitute.edu.au

DISABILITY SUPPLEMENT

The purpose of the Disability supplement is to provide additional information to assist you with answering the disability question.

Disability in this context does not include short-term disabling health conditions such as a fractured leg, influenza, or corrected physical conditions such as impaired vision managed by wearing glasses or lenses.

'11 — Hearing/deaf'

Hearing impairment is used to refer to a person who has an acquired mild, moderate, severe or profound hearing loss after learning to speak, communicates orally and maximises residual hearing with the assistance of amplification. A person who is deaf has a severe or profound hearing loss from, at, or near birth and mainly relies upon vision to communicate, whether through lip reading, gestures, cued speech, finger spelling and/or sign language.

'12 — Physical'

A physical disability affects the mobility or dexterity of a person and may include a total or partial loss of a part of the body. A physical disability may have existed since birth or may be the result of an accident, illness, or injury suffered later in life; for example, amputation, arthritis, cerebral palsy, multiple sclerosis, muscular dystrophy, paraplegia, quadriplegia or post-polio syndrome.

'13 — Intellectual'

In general, the term 'intellectual disability' is used to refer to low general intellectual functioning and difficulties in adaptive behaviour, both of which conditions were manifested before the person reached the age of 18. It may result from infection before or after birth, trauma during birth, or illness.

'14 — Learning'

A general term that refers to a heterogeneous group of disorders manifested by significant difficulties in the acquisition and use of listening, speaking, reading, writing, reasoning, or mathematical abilities. These disorders are intrinsic to the individual, presumed to be due to central nervous system dysfunction, and may occur across the life span. Problems in self-regulatory behaviours, social perception, and social interaction may exist with learning disabilities but do not by themselves constitute a learning disability.

'15 — Mental illness'

Mental illness refers to a cluster of psychological and physiological symptoms that cause a person suffering or distress and which represent a departure from a person's usual pattern and level of functioning.

'16 — Acquired brain impairment'

Acquired brain impairment is injury to the brain that results in deterioration in cognitive, physical, emotional or independent functioning. Acquired brain impairment can occur as a result of trauma, hypoxia, infection, tumour, accidents, violence, substance abuse, degenerative neurological diseases or stroke. These impairments may be either temporary or permanent and cause partial or total disability or psychosocial maladjustment.

'17 — Vision'

This covers a partial loss of sight causing difficulties in seeing, up to and including blindness. This may be present from birth or acquired as a result of disease, illness or injury.

'18 — Medical condition'

Medical condition is a temporary or permanent condition that may be hereditary, genetically acquired or of unknown origin. The condition may not be obvious or readily identifiable, yet may be mildly or severely debilitating and result in fluctuating levels of wellness and sickness, and/or periods of hospitalisation; for example, HIV/AIDS, cancer, chronic fatigue syndrome, Crohn's disease, cystic fibrosis, asthma or diabetes.

'19 — Other'

A disability, impairment or long-term condition which is not suitably described by one or several disability types in combination. Autism spectrum disorders are reported under this category.