



**MAYFIELD**  
EDUCATION

## Application Form 2010

# Certificate IV in Training and Assessment TAA40104

[ ] Commencing 19 April 2010

Applications close 12 March 2010

Completion of all questions is required

Use this check list to ensure that you have completed Parts 1-4

- Part 1  (tick)  
 Part 2  (tick)  
     Section A  (tick)  
     Section B  (tick)  
     Section C  (tick)  
 Part 3  (tick)  
 Part 4  (tick)

Please forward completed application form to:

**Student Services Officer**  
**Mayfield Education**  
**2-10 Camberwell Road**  
**Hawthorn East, Victoria, 3123**

### Course Fee

**Full Course Fee: \$2,961**

Payment of course fee will be required within 10 days of acceptance of a position on the course.

## PART 1

### Applicant Details

Last Name (Family Name) \_\_\_\_\_  
 Given Names \_\_\_\_\_ Male  Female  (please tick)  
 Postal Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_  
 Residential Address (if different from above) \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_  
 Tel. (Work) \_\_\_\_\_ (Home) \_\_\_\_\_ Fax \_\_\_\_\_  
 Mobile \_\_\_\_\_ Email \_\_\_\_\_  
 Name of employing organisation \_\_\_\_\_  
 Work address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_  
 Current position \_\_\_\_\_ Date commenced \_\_\_\_\_

#### How did you first hear about this course?

- Mayfield Courses Book  Friend  Work Colleague  Mailout  
 Advertisement (Please specify ie newspaper/journal/radio) \_\_\_\_\_  
 Mayfield Website  Other \_\_\_\_\_  
 I am a past student of Mayfield

Continued...

**Supplementary Details** *Please answer all questions*

Have you successfully completed any of the following qualifications?  Yes  No

- |   |  |
|---|--|
| <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 the above                   |

If yes, please specify \_\_\_\_\_

What is your highest school level completed?

- Year 12     Year 11     Year 10     Year 9 or equivalent     Year 8 or lower  
 Did not go to school

Are you still attending secondary school?  Yes  No

In which year did you complete that school level \_\_\_\_\_

Date of birth \_\_\_\_\_ Country of birth \_\_\_\_\_

Are you an Australian citizen or permanent resident of Australia?  Yes  No

Are you of Aboriginal origin?  Yes  No

Are you of Torres Strait Islander origin?

Do you speak a language other than English at home?  Yes  No

If yes, please specify the language spoken \_\_\_\_\_

How well do you speak English?  Very well  Well  Not well  Not at all

Do you consider yourself to have a disability, impairment or long-term condition?  Yes  No

If yes, specify:  Vision  Hearing  Physical  Intellectual  Mental Illness  Learning  
 Acquired Brain Impairment  Medical Condition

Other  \_\_\_\_\_

Please indicate any special needs/assistance required in relation to your disability (eg Literacy assistance)

Are you currently receiving any of the following? *(Please tick)*

- |                                 |  |
|---------------------------------|--|
| A) Age Pension                  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| B) Family Allowance Supplement  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| C) Carer's Pension              | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| D) Parenting Payment Single     | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| E) Disability Support Pension   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| F) Sickness Allowance           | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| G) Low Income                   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| H) Special Benefit              | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| I) Mature Age Allowance         | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| J) Newstart Allowance           | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| K) Newstart Mature Age          | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| L) Widow Allowance              | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| M) Youth Allowance              | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| N) Partner Allowance            | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| O) Wife Pension                 | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| P) VCE Scholarship              | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Q) Prisoner Concession          | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| R) Veteran Gold Card Concession | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| S) Other .....                  | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Are you currently receiving any of the following? *(Please tick)*

- |                      |  |
|----------------------|--|
| A) AUSTUDY Allowance | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| B) ABSTUDY Allowance | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

**PART 2**

**Workplace Experience**

**Section A** (To be initialled and signed by the applicant to the course)

Applicants full name \_\_\_\_\_

I understand that I will require opportunities within the workplace to complete some components of the course

Applicants signature \_\_\_\_\_ Date \_\_\_\_\_

**PART 3**

**Applicant’s work history (paid or voluntary)**

Which of the following categories best describes your current employment status? (Please tick)

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

Dates	Employer	Position/Duties
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**PART 4**

**Applicant’s statement of reasons for wishing to undertake the course** (in own handwriting)

Which of the following categories best describes your main reasons for undertaking this study? (Please tick)

- 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 a qualification

Other reasons .....

**Please attach a statement of reasons for wishing to undertake the course in your own handwriting. Not more than 200 words.**

I verify that I have completed this Application form and written in my own handwriting Part 4 of this form.

Applicant’s signature \_\_\_\_\_ Date \_\_\_\_\_

**Privacy Statement**

I understand that Mayfield Education is required to provide the Victorian Government, through Skills Victoria, with student and training activity data which may include information I provide in this enrolment form. Information is required to be provided in accordance with the Victorian VET Student Statistical Collection Guidelines (which are available at [www.skills.vic.gov.au/corporate/statistics/submit\\_data](http://www.skills.vic.gov.au/corporate/statistics/submit_data)). Skills Victoria may use the information provided to it for planning, administration, policy development, program evaluation, communication, resource allocation, reporting and/or research activities. For these and other lawful purposes, Skills Victoria may also disclose information to its consultants, advisers, other government agencies, professional bodies and/or other organisations.

For more information in relation to how student information may be used or disclosed please contact Mayfield Education's Privacy Officer on 9811 9003 or email [abayley@mayfield.edu.au](mailto:abayley@mayfield.edu.au).

I acknowledge and agree to the terms described in this privacy statement:

Student signature: \_\_\_\_\_

Please tick box to confirm acceptance of the privacy statement if submitting application online