

Enrolment Form (CSQ)

PERSONAL DETAILS													
Title:						Gende	er:		☐ Fem	nale	☐ Male		Other
Given Name:			Middle Name:										
SURNAME:	Date of Birth:												
Employer/Company Name: (If payment is being made by employer)	Employer/Company Email:												
Unique Student Identifier									Please <u>BLOCK</u> write		e USI #		
Volt Edge is prevented from issuing a Nationally Recognised VET Qualification or Statement of Attainment when you complete your course if you have not provided your Unique Student Identifier (USI). If you do not have a USI please refer to our student handbook for further details.													
Mobile Number:	,. ,, you u		ve a 031				Numbe						
Email Address: (Please complete clearly and correctly as we require your email to send your	Email Address: (Please complete clearly and correctly as												
Certificate on course completion) Postal Address:													
Suburb: State: Post Code:													
Residential Address:					Post Code:								
(If same, write 'as above')	State. Pos					ost code.							
							Post Code:						
Please read the Enrolment Form thoroughly and complete and return <u>ALL SECTIONS</u> . An incomplete Enrolment Form and supporting documentation will delay your application in being assessed.													
CSQ FUNDING STUDENT CONT undertake the training. These fees i					•			•			_		· ·
to the participant. Course (Select the course you a	re appl	ying for)								Gene	ral	Apprentice
☐ Solar – Design & Install G	rid Con	nect:					Stud	ent Con	tribution	Foor	Constru		Advance So.00
							Jiuu	ent con	tiibutioi	i rees		000	
Solar – Design & Install Grid Co UEERE0022 - Solve basic proble					ratus ar	nd syster	ns				\$51	5	\$643.75
UEERE0011 - Design grid-conne	UEERE0011 - Design grid-connected photovoltaic power supply systems \$573 \$716.25							•					
						\$51		\$643.75					
Solar – Design Only:							Stuu	ent con	tribution	i rees	□ \$5	500	□ \$0.00
Solar – Design Only: CSQ Funde			nic nowe	or cupply	custom	c					\$57	2	\$716.25
UEERE0011 - Design grid-connected photovoltaic power supply systems □ Solar − Solve & Install Only: Student Contribution Fees					\$37 □ \$9		\$7.10.23 \$0.00						
Solar - Solva & Install Only: CS	O Eurada	d Porti	on										
Solar – Solve & Install Only: CSQ Funded Portion UEERE0022 - Solve basic problems in photovoltaic energy apparatus and systems							\$51	5	\$643.75				
UEERE0016 - Install, configure and commission LV grid-connected photovoltaic power systems						\$51	5	\$643.75					
Solar – Battery Storage:							Stud	ent Con	tribution	Fees	□ \$ <u>9</u>	550	□ \$0.00
Solar – Battery Storage: CSQ Fu							_						
UEERE4001 - Install, maintain and fault find battery storage systems for grid-connected photovoltaic systems UEERE5001 - Design battery storage systems for grid-connected photovoltaic systems							\$75 \$75		\$947.50 \$947.50				

Version 8 | 19/10/2021 Page **1** of **9**

	High Voltage (HV) Switching:	Student Contribution Fees	□ \$810	□ \$0.00			
High	Voltage (HV) Switching: CSQ Funded Portion						
_	OPS349 - Operate local H.V. switchgear		\$366	\$457.50			
UEP	OPS428 - Develop H.V. switching programs		\$366	\$457.50			
UEP	OPS456 - Perform switching to a switching program		\$366	\$457.50			
	Qualified Technical Person (QTP):	Student Contribution Fees	□ \$540	□ \$0.00			
QTP	: CSQ Funded Portion						
UEE	EL0002 - Apply currency of safe working practices and compliance verifications	ation of electrical installations	\$515	\$643.75			
UEE	EL0029 - Conduct compliance inspection of LV electrical installations with	demand exceeding 100 A per	\$573	\$716.25			
phas	se						
UEE	EL0030 - Conduct compliance inspection of single phase LV electrical insta		\$515	\$643.75			
	UETTDREL14 - Work Safely Near Live Electrical Apparatus as a Non- Electrical Worker	Student Contribution Fees	□ \$20	□ \$0.00			
	UEE42611 - Certificate IV in Hazardous Areas – Electrical	Student Contribution Fees	□ \$580	□ \$0.00			
Cert	ificate IV in Hazardous Areas - Electrical: CSQ Funded Portion		All units	All units			
	NEEM019A - Attend to breakdowns in hazardous areas – coal mining		\$179.61	\$224.51			
	NEEM020A - Attend to breakdowns in hazardous areas — gas atmospher	es					
	NEEM021A - Attend to breakdowns in hazardous areas — dust atmosphe		\downarrow	\downarrow			
UEE	NEEM022A - Attend to breakdowns in hazardous areas — pressurisation						
UEE	NEEM023A - Install explosion-protected equipment and wiring systems –	– coal mining					
	NEEM024A - Install explosion-protected equipment and wiring systems –						
	NEEM025A - Install explosion-protected equipment and wiring systems –						
	NEEM026A - Install explosion-protected equipment and wiring systems – NEEM027A - Maintain equipment in hazardous areas — coal mining						
	NEEM028A - Maintain equipment in hazardous areas — gas atmospheres						
	UEENEEM029A - Maintain equipment in hazardous areas — dust atmospheres						
	UEENEEM030A - Maintain equipment in hazardous areas — pressurisation						
	UEENEEM038A - Conduct testing of hazardous areas installations — coal mining						
	NEEM039A - Conduct testing of hazardous areas installations — gas atmo NEEM040A - Conduct testing of hazardous areas installations — dust atm						
	NEEMO41A - Conduct testing of hazardous areas installations — dust attri-						
	NEEMO42A - Conduct visual inspection of hazardous areas installations	action .					
	NEEM043A - Conduct detailed inspection of hazardous areas installations	s — coal mining					
	NEEM044A - Conduct detailed inspection of hazardous areas installations	_					
	UEENEEM045A - Conduct detailed inspection of hazardous areas installations — dust atmospheres						
	NEEM046A - Conduct detailed inspection of hazardous areas installations						
UEE	NEEM054A - Plan electrical installations of hazardous areas - gas						
UEE	NEEM055A - Plan electrical installations of hazardous areas - dust						
	NEEM056A - Plan electrical installations of hazardous areas - pressurisation						
	NEEM080A - Report on the integrity of explosion-protected equipment in						
	UEENEEE038B - Participate develop follow personal competency develop plan						
	NEEE117A - Implement and monitor energy sector OHS policies and proc	edures					
	NEEE124A - Compile produce an energy sector detailed report						
UEE	NEEK145A - Implement monitor energy sector environment and sustain F	P&P's					

Preferred Course Commencement Date: DD – MM - YYYY	
(Whilst every effort will be made to place you in a course on your preferred date, there is no guarantee)	

☐ I give written consent to enable **Construction Skills Queensland** to contact me as the participant, for the purpose of any of the following:

A review | Conducting Destination Surveys | and/or contacting you for the purpose of advising a participant of Construction Skills Queensland products and services, whether current or future.

Version 8 | 19/10/2021 Page **2** of **9**

PROGRAM - Short Courses - General Construction - Eligibility

Note: Making false or misleading statements will deem you ineligible and liable for full standard payment of course fees.

To be eligible to undertake the training under CSQ Funding you must meet the eligibility criteria.

Evidence MUST BE provide	ed for the following to be reviewed for CSQ funding approval.
Must be:	 □ AUS / NZ Citizen or □ a permanent resident of Australia; or □ a holder of a refugee or humanitarian visa; and
Must:	☐ be permanently employed in Queensland.
Must be:	☐ An Eligible Worker; or ☐ An Unemployed Eligible Worker; and
Definitions:	 An Eligible Worker has the same meaning as the Building and Construction Industry (Portable Long Services Leave) Act 1991 (Qld) as amended from time to time. An Unemployed Eligible Worker is a person who has been unemployed for a period of not greater than 4 years that would otherwise meet the requirements of an Eligible Worker.

By ticking this box, I confirm that I am **NOT** any of following: \Box

- an Employee of any Authority
- currently enrolled and participating in a Queensland secondary school program (excluding a school based Apprentice or Trainee);
- a contracted trainer or assessor or existing worker of an RTO;
- funded by an Authority or such other source for delivery of the same Training being undertaken as part of this Program;
- those Participants seeking a Verification of Competency (or Determination of Competency) services under this Agreement; or

• 0	other individuals that do not meet Participant Eligibility as prescribed above.					
EVIDENCE I	REQUIRED:					
ONE of th	e following:					
	Full Birth Certificate or Birth Certificate Extract					
	Passport					
	Medicare Card (green only)					
	Visa (as per eligibility)					
ONE of th	e following:					
	Queensland Driver Licence					
	Telephone account (not more than 3 months old)					
	Bank statement (not more than 3 months old)					
	Current lease agreement from a real estate agent					
	Any other formal documentation stating the Participant's full name and current residential address e.g., rates electricity etc.					

Version 8 | 19/10/2021 Page 3 of 9

If an eligible Participant under Short Courses – General Construction (Apprentice/Trainees complete page 5 – 6)

OPTION 1: Evidence to verify Participant meets the Eligible Worker or Unemployed Eligible Worker criteria:

Evidence provided may include, bu	ut is no	t limited to the following:						
A. the name of the Employer;	A. the name of the Employer;							
B. job title of Employee;								
C. length of service with the Employ	yer; an	d						
D. details of what duties are being	undert	aken in the Building and Construction Industry.						
And must be verified by way of eith	ner:							
☐ a letter signed by the Partic	□ a letter signed by the Participant's employer confirming the above details; or							
☐ if self-employed, ABN/CAN	registr	ation showing ownership and three invoices for recent work in the industry; or						
☐ current Q-Leave membersh	nip stat	ement; or						
\square if none of the evidence requ	uired f	or (iii) is readily available and includes all of the details required, a statutory declaration confirming						
the above details will be ac	ceptab	le.						
OPTION 2: Evidence that demonstrates unemployment for a period less than 4 years.								
Evidence provided may include, bu	ut is no	t limited to the following:						
A. the name of the Employer;								
B. job title of Employee;								
C. length of service with the Employ	yer; an	d						
D. details of what duties are being	undert	aken in the Building and Construction Industry.						
And must be verified by way of eith	ner:							
□ separation certificate showing the above details; or								
statutory declaration confirming the above details.								
APPRENTICE ADVANCE PLUS – E	ligibili	ty requirements (including all other requirements)						
		I am <u>NOT</u> an Apprentice or Trainee (you do not complete this page, move to next page)						
		A current active Apprentice or Trainee in Queensland undertaking a Recognised Apprenticeship or						
		Traineeship, including an eligible Participant who is working a Major Project; or						
Select the box that reflects your		an Eligible Worker, including an eligible Participant who is working on a Major Project or an						
current Apprenticeship status:		Unemployed Eligible Worker in the first year out of their Recognised Apprenticeship or Traineeship						
,		who must commence training within 365 days of the completion date in DELTA; or						
		a cancelled Apprentice or Trainee who was undertaking a Recognised Apprenticeship or Traineeship that has been cancelled and they are currently accessing State Government funding to complete their Institution-based training.						

Version 8 | 19/10/2021 Page **4** of **9**

Select the box that reflects your current Apprenticeship	Qualification	Apprenticeship (A) or Traineeship (T)
	UEE32220 Certificate III in Air-conditioning and Refrigeration	A
	CPC330220 Certificate III in Bricklaying/Blocklaying	A
	MSF31113 Certificate III in Cabinet Making	A
	CPC30220 Certificate III in Carpentry	A
	RII30920 Certificate III in Civil Construction	Т
	RII30820 Certificate III in Civil Construction Plant Operations	A
	RII31220 Certificate III in Civil Foundations	Т
	CPC31220 Certificate III in Wall and Ceiling Lining	A
	CPC30320 Certificate III in Concreting	Т
	CPC31420 Certificate III in Construction Waterproofing	A
	UEE30820 Certificate III in Electrotechnology Electrician	A
	CPC32820 Certificate III in Fire Protection	A
	UEE31011 Certificate III in Fire Protection Control	A
	MSF30818 Certificate III in Flooring Technology	A
	CPC32720 Certificate III in Gas Fitting	A
	MSF30418 Certificate III in Glass and Glazing	A
	CPC31920 Certificate III in Joinery	A
	AHC30916 Certificate III in Landscape Construction	A
	CPC30620 Certificate III in Painting and Decorating	A
	CPC32420 Certificate III in Plumbing	A
	CPC30720 Certificate III in Rigging	Т
	CPC32620 Certificate III in Roof Plumbing	A
	CPC30820 Certificate III in Roof Tiling	A
	CPC30920 Certificate III in Scaffolding	Т
	CPC30120 Certificate III in Shopfitting	A
	CPC31020 Certificate III in Solid Plastering	A
	CPC31120 Certificate III in Steelfixing	Т
	CPC32320 Certificate III in Stonemasonry (Monumental/Installation)	A
	RII31619 Certificate III in Trenchless Technology	Т
	CPC31320 Certificate III in Wall and Floor Tiling	A

Version 8 | 19/10/2021 Page **5** of **9**

EVIDENCE REQUIRED: APPRENTICE ADVANCE PROGRAM ONLY

Relevant current Licence; or

Separation Certificate; or

If an eligible Participant under Short Courses - General Construction Apprentice Advance Plus Program **OPTION 1:** Evidence to verify that the participant is an <u>ACTIVE</u> Apprentice or Trainee completing a Recognised Apprenticeship or Traineeship: Evidence provided is to include the following: a. name of Participant; b. qualification name and occupation title; and c. date of commencement of Apprenticeship / Traineeship And must be verified by way of: DESBT Commencement Letter to verify Commencement Date, Registration Number and Qualification OPTION 2: Evidence that demonstrates an Eligible Worker or Unemployed Eligible Worker who in their first year out of a Recognised Apprenticeship or Traineeship who has commenced training within 365 days from the completion date: Evidence provided is to include the following: A. name of Participant; B. qualification name and occupation title; and C. date of completion of Apprenticeship/Traineeship And must be verified by way of either: DESBT Completion Letter to verify completion date; or DESBT Certificate of Completion; or AQF Qualification which includes the Statement 'achieved through Australian Apprenticeship arrangements' Evidence to verify Participants meet the Eligible Worker criteria or unemployment for a period of less than 12 months, may include but not limited to the following: A. the name of the Employer; B. job title of Employee; C. length of service with the Employer; D. details of what duties are being undertaken or previously undertaken in the Building and Construction Industry. **And** must be verified by way of either: QLeave Statement (current statement showing credits within last 4 years); or Relevant current Licence; or \Box Employer letter (on letter head and signed by the employer) confirming employment, role and duties in the Building and Construction industry; or is self-employed, ABN/CAN registration showing ownership and invoices for recent work in the industry; or Statutory Declaration providing details of employment including role and duties within the Building and Construction Industry; or If unemployed for less than 12 months:

Version 8 | 19/10/2021 Page **6** of **9**

Statutory Declaration providing details of employment including role and duties within the Building and Construction Industry; or

QLeave Statement (current statement showing credits within last 4 years); or

STUDENT CONTRIBUTION REFU	IND POLICY						
*CSQ Funded Student Contribution	refunds must be requested in writing within seven days from course enrolment and three days prior to course	e					
ommencement. Withdrawal request must be made on the Withdrawal Request Form. This must be signed by the student and where applicable,							
referring 3 rd party and submitted for approval to <u>training@voltedge.com.au.</u>							
If approved, refunds will be proces	ssed via Electronic Funds Transfer (EFT) seven days after the request has been received. If an offer of a place i	S					
withdrawn, or Volt Edge is unable	to provide the program, the student is eligible for a full or pro rata refund of tuition fees paid within sever	n					
days.							
CSQ FUNDING ACCESS							
I.	(Student Name) understand that I may no longer be eligible for a subsidised training						
place as per CSQ Funding Agree							
	ided by an Authority or other such source for delivery of the same training being undertaken as part of						
this program; or	——————————————————————————————————————						
 I have not previously been 	funded under this program in the same program contract period; or						
 I have not enrolled in a coul 	rse that I have previously completed, and						
 I do meet the eligibility crit 	eria as stated on this form.						
PAYMENT OPTIONS							
Student contribution payment mu	st be paid in full prior to course commencement. Students will be invoiced on a seven-day invoice.						
Preferred Method of Paymen	: (Individuals):						
 Credit Card (Phone or 	website) 0.8% surcharge applies						
 Bank Deposit (contact 							
Non-payment may result in	n the inability to attend training until payment is received. Payment must be made prior to						
CERTIFICATE ISSUE/ RE-ISSUE	commencement of any course.						
CSQ Funding - Certificate Issue/R	a-lesua Policy:						
	will be issued within 21 Days of completion of your course unit(s) of competency to your nominated emai	íl					
	your certificate or SOA within this time frame, please contact our Training Administration Team on 1300 76:						
•	been referred and funded through a 3rd party, a copy of your certificate(s) will be emailed to your funding						
	est otherwise. Please refer to the Declaration below of this Enrolment Form.	5					
	St otherwise. Hease refer to the Bedardion sciow of this Emoniterior of the	_					
By signing below, I confirm that:	data a tanana and ann dùthana a fath a familiar i ann ann binn fan						
	d the terms and conditions of the funding I am applying for						
☐ I understand that if I enrol advertised by Volt Edge.	and complete the training and am not eligible for the funding, I agree to pay the standard course pricing as						
Participant Signature:	Print Name: Date:						
MARKETING							
	☐ Website ☐ Employer ☐ Referral/Word of Mouth ☐ Facebook ☐ Instagram ☐ LinkedIn						
How did you hear about us?	☐ Email ☐ Other (please specify):						
		- -					
Why Volt Edge?	☐ Cost of Course ☐ Quality of Training ☐ Experience of Trainers ☐ Locations of Training Suited	ľ					
	☐ First Company I Found ☐ Course Date/s Suited ☐ Other (please specify):						

Version 8 | 19/10/2021 Page **7** of **9**

AVETMISS INFORMATION				
Which best describes your current employment				
☐ Full-time employee ☐ Part-time employee ☐ Self-employed — not employing others ☐ Employer ☐ Employed — unpaid worker in family business ☐ Unemployed — seeking full-time work ☐ Unemployed — seeking part-time work ☐ Not employed — not seeking employment				
Language and Diversity				
In which country were you born? If from the UK please specify which country: (e.g. England, Scotland, Wales, or Nth Ireland – NOT 'UK') (We require this information to verify your USI)	□ Australia □ New Zealand □ Other – please specify:			
In which Town/City were you born?				
What is your citizenship status?	□ Australian Citizen □ New Zealand Citizen □ International Study Visa □ Visa − please specify:			
Are you of Aboriginal or Torres Strait Islander origin?	□ No□ Yes, Aboriginal□ Yes, Torres Strait Islander			
Do you speak a language other than English at home?	☐ No, English only ☐ Yes, other – please specify:			
Do you require assistance with English during your training?	☐ Yes ☐ No			
Do you consider yourself to have a disability, impairment or long-term Condition that may affect your training?	☐ Yes ☐ No			
If YES, then please indicate the areas of disability, impairment or long-term condition: (You may indicate more than one area.)	 ☐ Hearing / Deaf ☐ Physical ☐ Intellectual ☐ Learning ☐ Mental illness ☐ Acquired brain impairment ☐ Vision ☐ Medical condition ☐ Other – please specify: 			

Version 8 | 19/10/2021 Page **8** of **9**

SCHOOLING		
Are you still attending secondary school?	☐ Yes ☐ No	If yes, which school? QLD Students Only: LUI Number:
What is the highest COMPLETED school level?	☐ Year 11 o	or equivalent
Have you SUCCESSFULLY completed any of the following qualifications?	Bachelor Advance Diploma Certificat Certificat Certificat Certificat	
Of the following categories, which BEST describes your main reason for undertaking this course/traineeship/apprenticeship? (Tick ONE box only.)	☐ To start (☐ To try a (☐ To get a ☐ It was a (☐ To get in ☐ For person	op my existing business my own business different career better job or promotion requirement of my job to another course of study anal interest or self-development ason:

Privacy Notice

Under the Data Provision Requirements 2012, Volt Edge is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

Your personal information (including the personal information contained on this enrolment form and your training activity data) may be used or disclosed for statistical, regulatory and research purposes. Volt Edge may disclose your personal information for these purposes to third parties, including:

- School if you are a secondary student undertaking VET, including a school-based apprenticeship or traineeship;
- Employer if you are enrolled in training paid by your employer;
- Commonwealth and State or Territory government departments and authorised agencies;
- Licencing body;
- NCVER;
- Organisations conducting student surveys;

I declare that:

- I have read and understood the Student Handbook including the privacy policy (available to each student in each classroom, with every trainer and on our website)
- I understand and accept that fees and charges apply to this enrolment and such fees and charges are payable and have read and understood the Payments, Cancellations and Refund Policy. I was provided with a statement of fees prior to enrolment
- I give my permission for Volt Edge to provide my employer a copy of my Certificate, Statement of Attainment or record of my results
- I give my permission for Volt Edge to take my image & reproduce my image for licencing identifications, assessment and for marketing purposes

Personal information disclosed to NCVER may be used or disclosed for the following purposes:

- Issuing a VET Statement of Attainment or VET Qualification, and populating Authenticated VET Transcripts;
- Facilitating statistics and research relating to education, including surveys;
- Understanding how the VET market operates, for policy, workforce planning and consumer information; and
- Administering VET, including program administration, regulation, monitoring and evaluation.

You may receive an NCVER student survey which may be administered by an NCVER employee, agent or third-party contractor. You may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the Privacy Act 1988 (Cth), the VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at www.ncver.edu.au).

I consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice at the end of this document.

STUDENT SIGNATURE [or electronic acknowledgement]	DATE
PARENT/GUARDIAN SIGNATURE [or electronic acknowledgement] ** *Parental/guardian consent is required for all students under the age of 18.	DATE

Version 8 | 19/10/2021 Page **9** of **9**