



Student Enrolment Document

Enrolment Information

Course: Certificate III in Information
Dates: 01/12/2023 - 31/12/2022
Location: VM Learning Brisbane Office
Cost: \$4,000.00
Status: Tentative
Study Reason: To start my own business

Personal Information

Name: Mr James Squire
Preferred Name:
Email: jamesquire30@testemail.com
Phone: 0432132132
Date of Birth: 07/10/2022
Gender: Male
Organisation: Squire Co. International
USI:
Employment Status: Full-time employee
Occupation Identifier:
Disabilities: No **Yes** - Other
English Assistance: **No** Yes
Contact Source: Advertisement

Address

Residential Address: 2 Edward Street Brisbane QLD 4000

Postal Address: 2 Edward Street Brisbane QLD 4000

Nationality

Country of Birth: Australia
City of Birth: Brisbane
Country of Citizenship: Australia
Australian Citizenship Status: Australian Citizen

Education

Currently Attending School: Yes
School Name:
Year Highest School Level Achieved: 2008
Prior Education: Advanced diploma or associate degree
Certificate IV (or advanced certificate/technician)

Emergency Contact Details

Name: Carl Squire
Relationship: Brother
Phone Number: 0432112332

Terms and Conditions

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. Failure to provide your personal information may mean that it is not possible for you to enrol in VET and/or to obtain a Victorian Government VET subsidy.

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 Education, Skills and Employment (DESE), 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 your RTO using the contact details listed below.

DESE 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 the DESE will handle your personal

information, please refer to the DESE VET Privacy Notice at <https://www.dese.gov.au/national-vet-data/vet-privacy-notice>.

Please refer to the additional State or Territory Authority Privacy Notice included in this application process should this be

relevant to your application.

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 (RTO Name) to:

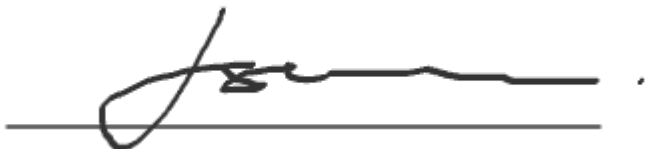
request access to your personal information

correct your personal information

make a complaint about how your personal information has been handled

ask a question about this Privacy Notice Phone: 1300 369 320 Email: RTO name Email [RTO name Policies link](#)

Signed By: James Squire



Time: 21/10/2022, 12:50:16 pm