



Dear Student Name: \_\_\_\_\_

In order to make an informed decision about your course, please see below the relevant information.  
Should you have any further questions, please contact one of our training advisors.

<b>Course Code &amp; Title</b>	UEE30411 - Certificate III in Data and Voice Communications		
<b>Qualification Status</b>	Release 5 current as of 17 April 2014		
<b>RTO</b>	Australian Institute of Vocational Development (AIVD)	<b>TOID</b>	40596
<b>Entry Requirements</b>	Nil		
<b>Third Party Providers</b>	AIVD does not subcontract or use third party providers for the delivery, training or assessment of this course.		
<b>Delivery Locations</b>	AIVD Branch Locations: <b>You must circle the option that applies to you.</b> <div>Clayton                  Gladstone Park</div>		
<b>Duration</b>	Minimum of 13 months		
<b>Modes of Delivery</b>	Face to face (classroom based) and practical training.		
<b>Practical Placement</b>	Nil		
<b>Licensing</b>	No licensing, legislative or certification requirements apply to this qualification at the time of publication.		
<b>Student Contribution</b>	This qualification is delivered in conjunction with funding from the VIC Government as part of the Skills First initiative.		
	<b>Government Contribution</b> (approximate value) \$12,750.00	<b>Private - Full Fee Paying</b> \$5,500.00 (includes a non-refundable deposit of \$400)	<b>Student Contribution</b> \$400.00
	<b>Terms of Payment:</b> Payment to be made within 7 days of receiving invoice.		
	<b>Who will be paying the Course Fees?</b> Circle the applicable option.	<b>Student</b>	<b>Employer *</b>
	* If Employer is paying Course Fees, ensure Employer Declaration is signed.		
<b>Other Fees</b>	The Student tuition fees are indicative only and are subject to change given individual circumstances at enrolment.		
	For detailed information on course fees and how they are handled (e.g. refunds, payment options and cooling off periods), please see <b>P-033.1 Fees Charges and Refunds Policy and Procedure</b> which can be accessed via the RTO Website.		
	Administration fees (\$0) Resource fees (\$0) RPL or Reassessment fees (\$250 per unit, please see <a href="#">our</a> website)		



<b>Funding</b>	<p><b>You must circle the option that applies to you.</b></p> <p>This training    <b>IS</b>    <b>IS NOT</b>    provided with State Government Funding.</p> <p>Enrolling in this course may impact your eligibility for future funding.</p>
<b>Other Information</b>	<p>Your Student Information Guide contains general information about AIVD. For specific information on the following policies and procedures, see our website.</p> <ul style="list-style-type: none"><li>• P-006.1 Complaints and Appeals</li><li>• P-017.1 Student Support</li><li>• P-025.1 Code of Conduct</li><li>• P-033.1 Fees, Charges, and Refunds</li><li>• P-039.1 Privacy and Personal Information</li><li>• P-048.1 Recognition</li><li>• P-019.1 Access and Equity</li><li>• P-057.1 Training and Assessment</li></ul>

I understand my fee obligations and have been provided with a copy of the D-001.1 Student Information Guide.

Student Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Employer Declaration** – *This declaration is to be filled out if the employer is paying the Course Fees on behalf of the student.*

- ☐ I understand my fee obligations as per the P-033.1 Fees Charges and Refunds Policy & Procedure on the RTO website.
- ☐ I understand that if the employment status of the student changes I must notify the RTO.

**For employers of Trainees and Apprentices**

- ☐ I confirm I have read and understood the Employer Information Guide.

Employer Name \_\_\_\_\_

Employer Position \_\_\_\_\_

Employer Signature \_\_\_\_\_

Date \_\_\_\_\_