



Sunshine Beach State High School RTO: 30439

VOCATIONAL EDUCATION AND TRAINING (VET)

Student Training Agreement Form

Student Details:		
Name:		
USI Number:		
Address:		
Phone no:		Mobile:
Email:		

Registered Training Organisation (RTO) details:	
Trading Name:	Sunshine Beach State High School
National Provider No.	30439
Address	45 Ben Lexcen Drive Sunshine Beach 4567
Contact Name:	Mrs Diana Peeters
Position:	RTO Manager
Email:	Dpeet3@eq.edu.au

Training Details:		
Qualification Name: Eg: Certificate I		
Qualification Code: Eg: SIT20207		
Commencement Date:		Planned Completion Date:

Competencies being undertaken:	
Code:	Name:



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RTO GUARANTEE

“The RTO must have certain teachers and equipment to run this course. If the RTO loses access to these resources, it will provide students with alternative opportunities to complete the course and the related qualification. The RTO retains the right to cancel the course if it is unable to meet requirements.”

If a student enrolls late into a Vocational Education and Training course, that student may not complete all competencies to enable them to attain the full Qualification. If this is the case, the student will receive a Statement of Attainment outlining the competencies they have completed.

ACKNOWLEDGEMENT OF RECEIPT OF INFORMATION

I also acknowledge that I have been provided access to a *Vocational Education and Training Student Information Handbook*, which contains information on the topics listed below. I acknowledge that I have read this Handbook and understand that I can access further information on these topics should I wish to do so from my Vet Teacher/s, HOD or the RTO Manager. I also understand that this information is available on the School’s Intranet.

Topics covered in the VET Student Information Handbook

- Introduction
- Student selection, enrolment and induction procedures
- Course information, including content and vocational outcomes
- Fees and charges including refund policy
- Provision for language, literacy and numeracy support
- Student support, welfare and guidance services
- Flexible learning and assessment procedures
- Complaints and Appeals Procedure
- Disciplinary procedures
- Access and Equity
- Recognition of Prior Learning (RPL)
- Workplace Health and Safety
- Access to records Procedure



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CONSENT

I _____ (Student's Name), a senior student at **Sunshine Beach SHS**, hereby consent to the school providing information about me to relevant Government departments in order to facilitate the recording of my results and the issuing of relevant certification.

I also understand that there is no additional tuition fees pertained to the delivery of this course; however there may be a material cost (if applicable).

I also agree to this RTO showing copies of any of my completed VET assessment tasks to relevant government departments. I understand that student work is required in order to satisfy the QCAA that all assessment is of the correct, industry standard. This acknowledgement form will be valid for the full delivery period of any certificated vocational course spanning Years 10, 11 and/or 12.

I hereby agree to the school recording my USI on One school and/or applying for a Unique Student Identifier (USI) on my behalf, and will provide a copy of my birth certificate (or similar) as verification of identity if required.

Student Signature:			
School Contact:		Contact Signature:	

Contact Information:			
Parent Name		Parent Signature:	