

# Application for New Student

## University Prerequisites Course

THIS APPLICATION FORM CANNOT BE ACCEPTED UNLESS ALL SECTIONS ARE COMPLETED



RTO CODE 32454

### 1. Course Qualification

10246NAT Certificate IV in University Preparation

Please tick which unit of competency you wish to study:

- Mathematics B - UPRMTH401  
Apply mathematical concepts to solve problems
- Biology - UPRBIO401  
Investigate biological science problems
- Chemistry - UPRCHE401  
Investigate chemical science problems

### 2. Personal Information

Given name \*  Middle name

Surname

Preferred name (if different from above)

QTAC Number

Date of Birth //

### 3. Contact Details

Mobile Phone   
Home Phone   
Email

### 4. Address

Home Address   
  
City / Suburb   
State  Postcode

### 5. Mail Address (Please state "AS ABOVE" if same)

Home Address   
  
City / Suburb   
State  Postcode

If temporary address please indicate date starting at new address  
/

### 6. Additional Personal Information

Gender  
 Male  Female  Unspecified

Country of birth

City of birth

Country of citizenship

### 7. Australian Citizenship Status

Please tick one box

Australian Citizen  Visitor's Visa  
 New Zealand Citizen  Business Visa  
 Australian Permanent Resident  Holiday Visa  
 Student Visa  Other Visa  
 Temporary Resident Visa

### 8. Cultural Background

Do you identify as either Aboriginal or Torres Strait Islander?  
 Aboriginal  Torres Strait Islander  No

### 9. Employment Status

Of the following categories, which best describes your current employment status?

Employed full time by someone else  
 Employed part time or casual by someone else or school based apprentice  
 Self employed - not employing other people  
 Employer - someone who employs other people  
 Employed unpaid family worker  
 Unemployed - looking for full time work  
 Unemployed - looking for part time work  
 Not employed - not looking for employment

### 10. Occupation Identifier

- Managers
- Professionals
- Technicians and Trades Workers
- Community and Personal Service Workers
- Clerical and Administrative Workers
- Sales Workers
- Machinery Operators and Drivers
- Laborers
- Other

### 11. Industry of Employment

- Agriculture, Forestry and Fishing
- Mining
- Manufacturing
- Electricity, Gas, Water and Waste Services
- Construction
- Wholesale Trade
- Retail Trade
- Accommodation and Food Services
- Transport, Postal and Warehousing
- Information Media and Telecommunications
- Financial and Insurance Services
- Rental, Hiring and Real Estate Services
- Administrative and Support Services
- Public Administration and Safety
- Education and Training
- Health Care and Social Assistance
- Arts and Recreation Services
- Other Services

### 12. Language

Do you speak a language other than English at home?

- No, English only (Go to section 13.)
- Yes, other - Please specify

(If more than one language, indicate the one that is spoken most often)

How well do you speak English?

- Very Well
- Well
- Not Well
- Not at all

Is English language assistance required?

- Yes
- No

### 13. Schooling

Are you still attending secondary school?

- No
- Yes

If yes, provide grade and name of school.

Grade

Name of school

What is your highest COMPLETED school level?

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

In which year did you complete that school level?

Name

Students Signature

Date //

### 14. Disabilities

Do you have a physical or mental disability?

- Yes
- No
- Not Specified

If Yes, please indicate disability type below

- Hearing/Deaf
- Physical
- Intellectual
- Learning
- Impairment
- Aquired Brain Impairment
- Vision
- Medical Condition
- Mental Illness
- Other

### 15. Previous Qualifications Achieved

Have you successfully completed any of the following qualifications?

(Please tick all applicable boxes)

Recognition ID  
 A = Australian Qualification  
 E = Australian Equivalent  
 I = International Qualification

- |   |                          |                          |                          |
|---|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> Bachelor Degree or Higher Degree         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Advanced Diploma or Associate Degree     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Diploma (or Associate Diploma)           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Certificate IV (or Advanced Certificate) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Certificate III (or Trade Certificate)   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Certificate II                           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Certificate I                            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Certificates other than above            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

(Please supply evidence of acquired qualifications)

### 16. Student Identifier

Please use BLOCK LETTERS

Unique Student Identifier (USI)

(if known or for more information go to [www.usi.gov.au](http://www.usi.gov.au))

### 17. Emergency Contact

Name
Relation to Student (e.g. Father, Daughter, etc)
Phone (        )

### 18. Disclosure

Educational authorities such as UQ College and the national Centre for Vocational Education Research, conduct surveys of past and existing students for customer satisfaction, improvement and marketing purposes. If you have any objection to being contacted, please tick here.

If under 18 years, this form must be signed by a parent or guardian to complete this enrolment. This includes consent for the student to have access to the Internet through UQ College.

Name

Parent/Guardian Signature

Date //

# How to fill out the Application Form

## Q2. PERSONAL INFORMATION

**Name:** Please write the name that you used when you applied for your Unique Student Identifier (USI), including any middle names. The names you provide will be used for all official purposes and will appear on results and qualifications.

### ADDITIONAL INFORMATION REQUIRED

Two forms of identification – one being a photo ID. Some acceptable examples follow:

**Australian/New Zealand Citizens** - Copy of Birth Certificate/Passport/Medicare Card

**Holder of a Permanent Visa including a**

**Permanent Humanitarian Visa** - Copy of Passport /Visa/or Letter from Dept. of Immigration & Citizenship

**QTAC Number:** Queensland Tertiary Admissions Centre

### ADDITIONAL INFORMATION: Please provide

Evidence of number, for example, email advising or confirming your QTAC number

## Q8. CULTURAL BACKGROUND

For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes

## Q9 EMPLOYMENT STATUS

For casual, seasonal, contract and shift work, use the current number of hours worked per week to determine whether full time (35 hours or more per week) or part-time employed (less than 35 hours per week).

## Q12. LANGUAGE

If you speak more than one language other than English at home, indicate the one that is spoken most often.

## Q13. SCHOOLING

What is your highest COMPLETED school level? If you are currently enrolled in secondary education, the *Highest school level completed* refers to the highest school level you have actually completed and not the level you are currently undertaking. Eg, if you are currently in Year 10 the *Highest school level completed* is Year 9.

## Q14. DISABILITIES:

You may indicate more than one area. Please refer to the Disability Descriptions in Appendix 1 for an explanation of the list of disabilities

## Q15. PREVIOUS QUALIFICATIONS ACHIEVED

Tick the appropriate box on the left of the qualification you have achieved. Please indicate in the three boxes on the right of the qualification levels, where your qualification is recognised using the following codes:

A: Australian Qualification /

E: Australian Equivalent /

I: International Qualification

### ADDITIONAL INFORMATION REQUIRED

Evidence of any previous qualification at degree level or above

## Q16. STUDENT IDENTIFIER

**USI (Unique Student Identifier):** From 1 January 2015, UQ College can be prevented from issuing you with a nationally recognised VET qualification or statement of attainment when you complete your course if you do not have a Unique Student Identifier (USI). If you have not yet obtained a USI you can apply for it directly at <http://www.usi.gov.au/create-your-USI/> on computer or mobile device.

### ADDITIONAL INFORMATION REQUIRED

Evidence of USI, for example, email advising or confirming your USI

## Privacy Statement

Personal information collected as a result of your application and enrolment will be used by UQ College for general student administration and vocational education and training administration and regulation; as well as planning, reporting, communication, research, evaluation, financial administration (including debt recovery), auditing and marketing. Only authorised officers and other persons (e.g. service providers, funding recipients,) have access to this information.

Your personal information may be disclosed to Australian and State Government authorities and agencies. Your results may be disclosed to the Queensland Tertiary Admissions Centre. If you are an apprentice/trainee, your personal information, attendance details, progress and results will be disclosed to your employer or host employer. If you are under the age of 18 years your personal information, attendance details, progress and results may be disclosed to your parent/guardian. If you are studying at UQ College towards your secondary education, your personal information, attendance details, progress and results will be disclosed to your school, Queensland Curriculum and Assessment Authority (QCAA) and Education Queensland.

No further access to your personal information will be provided without your consent, unless authorised or required under a law. Please contact UQ College if you wish to access or amend any of the personal information on this form or if you have a concern or complaint about the way your personal information has been collected, used, stored or disclosed.

# Appendix 1: Disability Descriptions

If you indicated the presence of a disability, impairment or long-term condition, please select the area(s) in the following list:

*Disability in this context does not include short-term disabling health conditions such as a fractured leg, influenza, or corrected physical conditions such as impaired vision managed by wearing glasses or lenses.*

**Hearing/deaf:** Hearing impairment is used to refer to a person who has an acquired mild, moderate, severe or profound hearing loss after learning to speak, communicates orally and maximises residual hearing with the assistance of amplification. A person who is deaf has a severe or profound hearing loss from, at, or near birth and mainly relies upon vision to communicate, whether through lip reading, gestures, cued speech, finger spelling and/or sign language.

**Physical:** A physical disability affects the mobility or dexterity of a person and may include a total or partial loss of a part of the body. A physical disability may have existed since birth or may be the result of an accident, illness, or injury suffered later in life; for example, amputation, arthritis, cerebral palsy, multiple sclerosis, muscular dystrophy, paraplegia, quadriplegia or post-polio syndrome.

**Intellectual:** In general, the term 'intellectual disability' is used to refer to low general intellectual functioning and difficulties in adaptive behaviour, both of which conditions were manifested before the person reached the age of 18. It may result from infection before or after birth, trauma during birth, or illness.

**Learning:** A general term that refers to a heterogeneous group of disorders manifested by significant difficulties in the acquisition and use of listening, speaking, reading, writing, reasoning, or mathematical abilities. These disorders are intrinsic to the individual, presumed to be

due to central nervous system dysfunction, and may occur across the life span. Problems in self-regulatory behaviours, social perception, and social interaction may exist with learning disabilities but do not by themselves constitute a learning disability.

**Mental illness:** Mental illness refers to a cluster of psychological and physiological symptoms that cause a person suffering or distress and which represent a departure from a person's usual pattern and level of functioning.

**Acquired brain impairment:** Acquired brain impairment is injury to the brain that results in deterioration in cognitive, physical, emotional or independent functioning. Acquired brain impairment can occur as a result of trauma, hypoxia, infection, tumour, accidents, violence, substance abuse, degenerative neurological diseases or stroke. These impairments may be either temporary or permanent and cause partial or total disability or psychosocial maladjustment.

**Vision:** This covers a partial loss of sight causing difficulties in seeing, up to and including blindness. This may be present from birth or acquired as a result of disease, illness or injury.

**Medical condition:** Medical condition is a temporary or permanent condition that may be hereditary, genetically acquired or of unknown origin. The condition may not be obvious or readily identifiable, yet may be mildly or severely debilitating and result in fluctuating levels of wellness and sickness, and/or periods of hospitalisation; for example, HIV/AIDS, cancer, chronic fatigue syndrome, Crohn's disease, cystic fibrosis, asthma or diabetes.

**Other:** A disability, impairment or long-term condition which is not suitably described by one or several disability types in combination. Autism spectrum disorders are reported under this category.

## Checklist - before you send back your application have you:

1. Completed, signed and dated the application form?
2. If you are under 18, have your parents signed and dated the form?
3. Attached **two** forms of ID, one of which is photographic?
4. Attached a copy of advice or confirmation of QTAC no?
5. Attached evidence of your degree or higher qualification?
6. Attached a copy of advice or confirmation of USI code?