

EVET 2024 Expression of Interest

- This form may be used or amended by schools to assist in collecting information to enter student EOIs (Expressions of Interest) on the EVET website. It is also to be used for obtaining parent/carer consent.
- **Where a school amends this form the sections marked with an asterisk * must be retained.**
- This form is for school use only, **it should not be sent to EVET providers.**
- **Schools are to retain signed EOIs with the student's school records.**

Personal Details *

FIRST NAME					LAST NAME																								
DATE OF BIRTH (DD/MM/YEAR)																													
NESA Student Number ¹					School Identification Number ² (ERN number for Department of Education) Schools).																								
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Unique Student Identifier (USI) ²					<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>																								

Course Preferences³

Preference	Course Name	Course EVET ID	Delivery Pattern [^]	Provider	Location
1					
2					
3					

[^] Delivery pattern examples: 2U x 1yr, 2U x 2yr, 4U x 1yr etc

Student Declaration – tick all that apply

<input type="checkbox"/>	The course/s listed above reflect my school to work planning.
<input type="checkbox"/>	I am aware of all requirements for the course/s listed above.
<input type="checkbox"/>	I understand that attendance at all learning activities associated with EVET courses is mandatory and this may include virtual classroom sessions, workshops held in school holiday periods and work placements.
<input type="checkbox"/>	I understand that this form does not guarantee a place in the externally delivered vocational education course.

Student name

signature

Date

Parent/Carer Declaration^{4*}	
<input type="checkbox"/>	I give permission for the school/school sector to provide only that personal information held by the school/school sector to the Registered Training Organisation (RTO) offering the course, that is essential to allow my child to be enrolled in any variation of the courses named above or enrolled in any course that NESAs endorses to replace an above-mentioned course and to support their wellbeing and protect the health and safety of others. Personal information held by the school/school sector will be provided to the RTO in accordance with the Privacy Notice attached and the relevant school/school sector's privacy policy.
<input type="checkbox"/>	I give permission for my child, where they are under the age of 18 to provide any personal information that is required to create or verify the Unique Student Identifier, complete their enrolment in accordance with the RTO's enrolment processes and update their personal information directly with the RTO delivering the course.
<input type="checkbox"/>	I understand that RTOs (Registered Training Organisations) may provide students with access to the internet and an email account to facilitate their learning. If I DO NOT want my child to have access to the RTO's internet or email facilities, I will notify the RTO in writing.
<input type="checkbox"/>	I understand that I may need to arrange travel to and from the location where the course is delivered, that this could include attendance at mandatory workshops which could be held in term time or during school holidays.
<input type="checkbox"/>	I understand that I may need to arrange travel to and from work placement locations
<input type="checkbox"/>	I understand that this form does not guarantee a place in the externally delivered vocational education course.
Parent/Carer Name	
Parent/Carer Signature	
Date	

Student Declaration⁴ (to be completed by a student without a parent/carers)^{5*}	
<input type="checkbox"/>	I give permission for the school/school sector to provide only that personal information held by the school/school sector to the Registered Training Organisation (RTO) offering the course that is essential to allow me to be enrolled to support my wellbeing and to protect the health and safety of others. Personal information held by the school/school sector will be provided to the RTO, in accordance with the Privacy Notice attached and the relevant school/school sector's privacy policy
<input type="checkbox"/>	I understand that I may need to arrange travel to and from the location where the course is delivered, that this could include attendance at mandatory workshops which could be held in term time or during school holidays.
<input type="checkbox"/>	I understand that I may need to arrange travel to and from work placements and workshops
<input type="checkbox"/>	I understand that this form does not guarantee a place in the externally delivered vocational education course.
Student Name	
Student Signature	
Date	

School use only		
<input type="checkbox"/>	<i>This EOI (Expression of Interest) has been entered into EVET site and filed with the student's school record:</i>	
Name	Signature	Date

¹ Students currently in Years 8 and 9 do not need to supply a NESAs student number during EOI time, this must be entered into EVET Tool no later than 4 weeks after commencing an EVET course.

² Department of Education schools must use the student's ERN number. The provision of the student identification number for non-government schools is optional. USI is optional.

³ Please refer to the list of EVET courses available to students from your school.

⁴ All boxes must be ticked, and the declaration signed before the offer can be accepted on the EVET website.

⁵ Schools will need to verify on the EVET website that the student does not have a parent/carers, has the capacity to understand what they are consenting to and the consequences of that consent.

PRIVACY NOTICE*

Information supplied to and collected by Registered Training Organisations (RTO) offering courses under the Externally Delivered VET (Vocational Education and Training) program is for the purpose of enrolling the student in a course that contributes to the student's RoSA (Record of School Achievement) or HSC and may be used to create or verify a student's Unique Student Identifier (USI).

Where a student has a Health Care Plan this information is provided to the RTO to support the student's well-being and protect the health and safety of other students and staff.

Where a student requires additional support to participate in the course, information supplied to the RTO is used to make reasonable adjustments to the delivery and assessment of the course, allowing the student to engage more effectively in the learning.

Where a student has a history of violence, information supplied to the RTO is used to undertake a risk assessment to mitigate risks to the student themselves, other students, and staff.

Collecting, storing, using, and disclosing student personal information by the RTO must be done in accordance with this statement, the RTO's own Privacy Statement and applicable privacy legislation. RTOs must supply students with a copy of their own privacy notice at enrolment. The Privacy Statement should advise the following:

- (i) The RTO is required to supply information about the student's enrolment to the NSW Education Standards Authority (NESA) and the relevant school or school sector authority
- (ii) Under the Commonwealth's *Data Provision Requirements 2012*, the RTO is required to collect personal information about the student and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).
- (iii) Student enrolment information collected and held by RTOs may be disclosed to Commonwealth, State or Territory Government departments, authorised agencies and NCVER for statistical, administrative, regulatory and research purposes.
- (iv) NCVER may use or disclose student enrolment information obtained from RTOs for the following purposes"
 - (a) populating authenticated VET transcripts
 - (b) facilitating statistics and research relating to education including surveys and data linkage
 - (c) pre-populating RTO student enrolment forms
 - (d) understanding how the VET market operates, for policy, workforce, planning and consumer information
 - (e) administering VET, including program administration, regulation, monitoring, and evaluation.

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

For more information about NCVER's Privacy Policy go to <https://www.ncver.edu.au/privacy>

Failure to supply the information required will result in the student not being able to enrol in the intended course and may affect the student's eligibility for the HSC.