EVET Expression of Interest Form 2021

This form may be used or amended by schools to assist them in collecting information to enter student EOIs on the EVET website. It is also to be used to 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 record.

Personal details *

First Name:		Last Name:		DOB (dd/mm/yy)	
Circle the year you will be enrolled in during 2021	Year 9	Year 10	Year 11	Year 12	
NESA Student Number[1]			School Identification Number[2] (ERN number for DoE Schools)		

Course preferences[3]

Preference	Course Name	Delivery Pattern^	Provider	Location	Delivery mode
1					☐ Face to face ☐ Online ☐ Blended ☐ Block release ☐ Access (discrete)
2					☐ Face to face ☐ Online ☐ Blended ☐ Block release ☐ Access (discrete)
3					☐ Face to face ☐ Online ☐ Blended ☐ Block release ☐ Access (discrete)

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

Parent/Carer Declaration[4] *

☐	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 NESA 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.
☐	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.
☐	I understand that RTOs 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.
☐	I understand that I may need to arrange travel to and from the location where the course is delivered.
☐	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 Declaration[4] (to be completed by a student without a parent/carer)[5] *

☐	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
☐	I understand that I may need to arrange travel to and from the location where the course is delivered.
☐	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

☐ ***This EOI has been entered into EVET site and filed with the student's school record:***

Name ***Signature*** ***Date***

[1] Students currently in Years 8 and 9 do not need to supply a NESA 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.
[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 EOI can be entered on the EVET website.
[5] Schools will need to verify on the EVET website that the student does not have a parent/carer, 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 program is for the purpose of enrolling the student in a course that contributes to the student's RoSA 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 in order 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.