

Application form 2017 – Semester 1 2

Graduate Diploma of Home Economics Education

Course code **22226VIC**

Personal details

Title _____ Surname _____

First name _____ Middle name _____

Home address _____

State _____ Postcode _____

Telephone _____ Facsimile _____

Email _____

How did you hear about Home Economics Victoria? _____

Personal details Male Female _____ Date of birth _____

Do you have a disability or need that requires special consideration for course training and assessment purposes? Yes No

If yes, please contact the office _____

In which country were you born? Australia Other, please specify _____

Do you speak a language other than English at home? No Yes, other – please specify _____

How well do you speak English? Very well Well
 Not well Not at all

Are you of Aboriginal or Torres Strait Islander origin? No Yes, Aboriginal Yes, Torres Strait Islander

Employment details

School/work organisation _____

Address _____

State _____ Postcode _____

Telephone _____ Facsimile _____

Work email _____

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

- | | | |
|--|---|--|
| <input type="checkbox"/> Full-time employee | <input type="checkbox"/> Part-time employee | <input type="checkbox"/> Self-employed, not employing others |
| <input type="checkbox"/> Employer | <input type="checkbox"/> Unpaid worker in family business | <input type="checkbox"/> Unemployed-seeking full-time work |
| <input type="checkbox"/> Unemployed-seeking part-time work | <input type="checkbox"/> Not employed-not seeking work | |

Pre-service teacher qualification

University/institution _____

Year graduated _____

Qualification gained (e.g. DipEd, BEd) _____

Qualified teaching methods (e.g. History, English, Maths) _____

Other university education

Have you successfully completed any of the following qualifications? (please tick any applicable boxes)

- | | | |
|--|---|---|
| <input type="checkbox"/> Doctoral degree | <input type="checkbox"/> Advanced Diploma or Associate Degree | <input type="checkbox"/> Certificate III (or Trade Certificate) |
| <input type="checkbox"/> Masters degree | <input type="checkbox"/> Diploma or Associate Diploma | <input type="checkbox"/> Certificate II |
| <input type="checkbox"/> Bachelor degree | <input type="checkbox"/> Certificate IV (or Advanced Certificate) | <input type="checkbox"/> Certificate I |

Qualifications other than above _____

In which year did you complete school? _____

Study reason

Of the following categories, which best describes your main reason for undertaking this course? (Tick one box only)

- To get a job
- To develop my existing business
- To start my own business
- To try for a different career
- To get a better job or promotion
- It was a requirement of my job
- I wanted extra skills for my job
- To get into another course of study
- For personal interest of self-development
- Other reasons

Teacher registration

Please indicate Victorian Institute of Teaching (VIT) teacher registration

- Provisional registration
 Full registration
 Permission to teach

VIT registration number _____

USI (Unique Student Identifier) _____ (Create your USI www.usi.gov.au/Pages/default.aspx)

Please indicate below which course units you are applying for this semester (Four units are offered per semester)

Please tick	Unit code	Unit title	Unit cost	Office use
<input type="checkbox"/>	VU21063	Manage classes in practical home economics contexts	\$1075.00	
<input type="checkbox"/>	VU21064	Teach food studies	\$1125.00	
<input type="checkbox"/>	VU21065	Teach healthy eating knowledge and skills*	\$1025.00	
<input type="checkbox"/>	VU21066	Develop and promote home economics practice*	\$1025.00	
<input type="checkbox"/>	VU21067	Promote health*	\$1025.00	
<input type="checkbox"/>	VU21068	Promote human development*	\$1025.00	
<input type="checkbox"/>	VU21069	Develop skills in the science of nutrition	\$1025.00	
<input type="checkbox"/>	VU21070	Develop family and consumer resource knowledge	\$1025.00	

*Offered in semester 2 only (Note: VU21063 and VU21064 have an additional cost due to the face-to-face training on 3,4,5 April 2017)

Recognition of Prior Learning (RPL)

Do you wish to apply for Recognition of Prior Learning (RPL) Yes No Unit/s _____

If yes, please contact Home Economics Victoria to obtain further details.

Credit Transfer

Do you wish to apply for Recognition of Prior Learning (RPL) Yes No Unit/s _____

If yes, please contact Home Economics Victoria to obtain further details.

Declaration

This is to confirm that I, _____ have received a copy of the Home Economics Victoria course handbook. I understand the terms and conditions of my training as stated within these documents. I also give permission for Home Economics Victoria to access my Unique Student Identifier account. I agree to abide by these terms and conditions. I certify that all details provided on this application form are correct.

Signed _____ Date _____

Approval to enrol is granted once your application has been assessed as meeting the course entry requirements

Tax Invoice ABN 55 005 333 835 RTO No 21603

This document will become a tax invoice when you make a payment. **Note:** Accredited training course fees are GST exempt

Payment details

- I enclose a cheque for the above units (payable to Home Economics Victoria)
- I wish to pay by credit card the amount of \$ _____

Credit card details VISA MasterCard

Credit card number | | | | | | | | | | | | | | | | | | | | | | | | | | Expiry date | | | | | | | | | | |

Name on card _____

Signature _____ Date _____

Please note that RTO fees may only be paid via cheque or credit card, not by direct bank transfer.

Home Economics Victoria will only process fees received in advance if no more than \$1,000 from each student. If course fees exceed \$1,000, they will be processed upon the commencement date of each unit a student is enrolled in.

Following the course commencement, Home Economics Victoria may require payment of additional fees in advance from a student but only such that at any given time, the total amount required to be paid which is attributable to tuition or other services yet to be delivered to the student does not exceed \$1,500.

To enrol, payment for each unit of study, must accompany this application form. Please forward completed form with payment to:

**Education Manager
Home Economics Victoria
605/198 Harbour Esplanade
Docklands VIC 3008**

or facsimile: 9642 2418

For our cancellation/refund policy please refer to course handbook or our website www.homeeconomics.com.au for full details

Home Economics Victoria is committed to protecting your privacy and ensuring the security of personal information. For our privacy policy refer to course handbook or website www.homeeconomics.com.au for full details

Please ensure you send the following documents by mail, with your completed application.:

- 1 Your completed enrolment form
- 2 An original certified copy of your pre-service teacher education qualification (final transcript and certificate)*
- 3 An original certified copy of your VIT teacher registration*

An original certified copy is a photocopy that has been compared with the original and endorsed as a true copy by a Justice of the Peace, pharmacist, school principal or police officer. The approved person signing must include their full name, position, title, signature and date on the copy and clearly write 'I certify that this certificate is a true and accurate copy of the original'.

* Note: Pre-service teacher education qualification and VIT teacher registration required only with initial enrolment.

Office use only

Date received
Receipt number
Enrolment accepted