

**VET Late enrolment checklist — Home-based****2025****Registered Training Organisation: RTO No. 1585**

This form is to be used for any student enrolling past the commencement date of a course/s (or after February)

Student information			
Student name		Date of birth	
Indigenous status	USI number	LUI number	

Tick to indicate which qualification/s you are enrolling in:

Qualification code	Qualification title	Tick (✓)	Date enrolled	QCE Credits*
BSB10120	Certificate I in Workplace Skills			2
FSK10219	Certificate I in Skills for Vocational Pathways			2
FNS20120	Certificate II in Financial Services			4
FSK20119	Certificate II in Skills for Work and Vocational Pathways			4
ICT20120	Certificate II in Applied Digital Technologies			4

\*Current at time of publication

Tick the appropriate boxes below.

**As a VET student enrolling late, I acknowledge that:**

I will be undertaking an induction to commence my certificate course (as per any new student)

I have created a Unique Student Identifier (USI) number and supplied it above: <http://usi.gov.au/create-your-USI/Pages/default.aspx>

I have completed the VET Student Agreement and it is attached.

**On enrolment in this course/s, I (the student) and my parents/guardians have:**

been counselled that I may only be eligible to receive a Statement of Attainment rather than the full Certificate as it is possible that there will be insufficient time to fulfil all competencies and meet nominal hour requirements

or

agreed to work according to the plan provided which will support me in working towards achieving my full qualification/s.

This may include extra time/classes/tutorials.

Student signature		Date	
Parent / Guardian signature		Date	