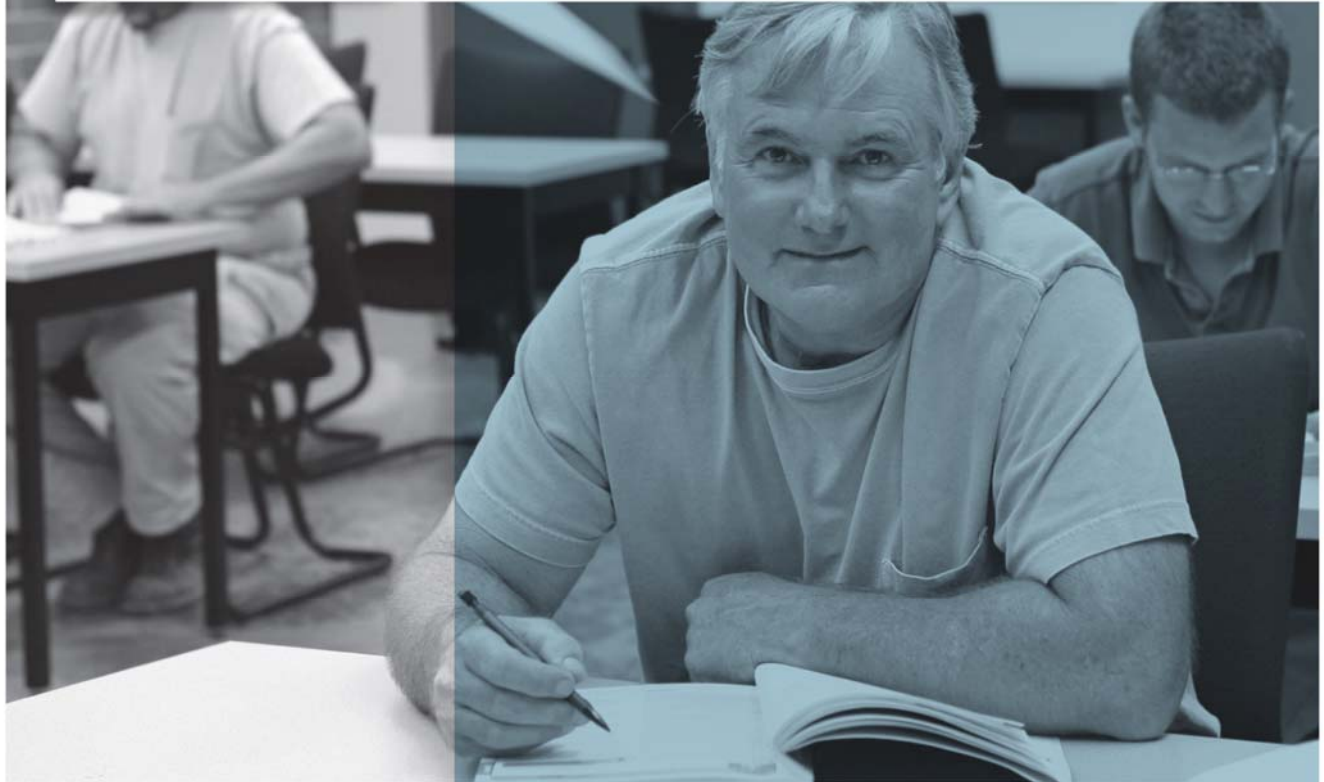




Fire Protection
Association Australia
Life. Property. Environment.

Enrolment Form



Certificate II in Fire Protection Inspection and Testing Training Course

TRAINING INFORMATION

The Certificate II in Fire Protection Inspection and Testing Course will be held at:

FPA Australia
Building 2
31-47 Joseph Street
Blackburn North VIC 3130

This training course will be delivered via:

- Classroom based learning; and
- Workplace based learning

TAKE PART IN TRAINING ALIGNED TO NATIONAL STANDARDS THAT CAN HELP ENHANCE YOUR CAREER, DEVELOP NEW SKILLS AND ACHIEVE INDUSTRY RECOGNITION.

Complete this form to enrol in the Certificate II in Fire Protection Inspection and Testing Course.

Prior to completing this form ensure that you have carefully read the relevant information and student handbook.

Visit www.fpaa.com.au/training for further or contact the Training and Education help line on (03) 8892 3182 to speak to one of our training specialists.

COURSE DATES

Please refer to the FPA Australia Website for Course structure and specific dates.

Please select the course you wish to enrol in:

Course 1	Commencing 1 October 2019	<input type="checkbox"/>
Course 2	Commencing 16 January 2020	<input type="checkbox"/>
Course 3	Commencing 25 June 2020	<input type="checkbox"/>

WHO IS THIS COURSE FOR?

This course is for anyone currently working in the fire protection industry or an individual starting new employment with a fire protection company, who wants to develop the skills and knowledge to:

- Conduct six monthly and yearly routine service in accordance with AS 1851-2012 on fire extinguishers and fire blankets.
- Install portable fire extinguishers and fire blankets in accordance with AS 2444-2001
- Conduct hydrostatic testing in accordance with AS 1851-2012 on fire extinguishers.
- Conduct six monthly and yearly routine service in accordance with AS 1851-2012 on hose reels.
- Conduct six monthly and yearly routine service in accordance with AS 2293 – Part 2 on Emergency and exit lighting.

WHAT DOES THE COURSE COVER?

The course covers the skills and knowledge required to undertake the routine service activities listed below:

- Managing of work schedules and day-to-day activities.
- Safe lifting techniques and dangerous goods transport requirements
- Identifying first attack firefighting equipment
- Identifying classes of fire and hazards
- Understanding basics of fire principles
- Understanding key Australian standards, regulations and codes when maintaining and installing fire extinguishers and fire blankets
- Understanding the requirements for routine inspection and testing of fire hose reels
- Understanding the requirements for routine inspection and testing of fire extinguishers and fire blankets
- Hydrostatic testing of fire extinguishers
- Testing of Emergency and exit lighting systems
- Familiarisation with tools and equipment associated with fire equipment maintenance

WHAT IS REQUIRED BEFORE ENROLLING IN THIS COURSE?

To meet the on-the-job training requirements for this course, participants will need access to various sites with the following equipment available:

- Fire Extinguishers.
- Fire Blankets.
- Hose Reels.
- Emergency and exit lighting.

ARE THERE ANY LICENCE RESTRICTIONS I NEED TO KNOW ABOUT?

In some states and territories, a licence may be required to undertake routine service of fire protection systems. Please contact FPA Australia for further information or your local regulator.

STUDENT DETAILS

PERSONAL INFORMATION

Family Name: *(surname)* _____

Given Names: *(legal name)* _____

Preferred Name: *(if different to legal given name)* _____

Date of Birth: _____ / _____ / _____ Gender: Male Female Other

Preferred email: _____

Alternative email: _____

Home phone: _____ Work phone: _____

Mobile: _____

Country of Birth: _____ Town/City of Birth: _____

If born outside of Australia, are you an Australian Citizen? Yes No

RESIDENTIAL ADDRESS (This is your usual place of residence)

Building / Property Name: _____

Flat / Unit Details: _____ Street / Lot Number: _____

Street Name: _____

Suburb, Locality or Town: _____ State: _____ Postcode: _____

DELIVERY ADDRESS (This is where we will send training materials - Cannot be a PO Box)

Company: _____

Building / Property Name: _____

Flat / Unit Details: _____ Street / Lot Number: _____

Street Name: _____

Suburb, Locality or Town: _____ State: _____ Postcode: _____

ASSESSMENT OF STUDENT SUPPORT REQUIREMENTS

It is important that you are aware of the language, literacy and numeracy skills required to undertake the selected course. Please indicate below if you require assistance with any of the areas specified. If you are unsure if your skills meet the requirements of the course, please download and complete the Learning, Language and Numeracy Assessment Form from our website

I require support in the following areas

Reading and writing skills	<input type="checkbox"/> Yes <input type="checkbox"/> No	English conversational skills	<input type="checkbox"/> Yes <input type="checkbox"/> No
Undertaking simple calculations	<input type="checkbox"/> Yes <input type="checkbox"/> No	Moving loads and operating equipment	<input type="checkbox"/> Yes <input type="checkbox"/> No

UNIQUE STUDENT IDENTIFIER (USI)

From 1 January 2015, FPA Australia 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).

A USI gives students access to their individual online USI account and is made up of ten numbers and letters. It will look something like this: **3AW88YH9U5**.

If you have not yet obtained a USI you can apply for it directly at <http://www.usi.gov.au/create-your-USI/>.

If you would like FPA Australia to apply for a USI on your behalf you must complete the Statement of Authority below and provide a copy of your proof of identity.

If you are unsure if you have a USI, please visit usi.gov.au for assistance.

PLEASE PROVIDE USI NUMBER or CHOOSE TO ALLOW US TO APPLY ON YOUR BEHALF

USI Number: (10 digits) *Proceed to next page*

Apply for a USI on my behalf: Yes No

- *If Yes, complete Statement of Authority below.*
- *If No, you must apply for a USI and notify us for this enrolment to be valid.*

Unique Student Identifier Statement of Authority

I, the undersigned, hereby authorise Fire Protection Association Australia (FPA Australia), to apply pursuant to sub-section 9(2) of the Student Identifiers Act 2014, for a USI on my behalf. I have read the privacy information and I consent to the collection, use and disclosure of my personal information pursuant to the information detailed at https://www.usi.gov.au/system/files/documents/privacy_notice_0.pdf

PLEASE PROVIDE DETAILS FOR ONE OF THE FORMS OF IDENTITY BELOW

Australian Driver's Licence Licence Number: State:

Medicare card Card Number: Expiry:
Card Colour: Green Yellow Blue

Australian Passport: Passport Number:

Non-Australian Passport: Passport Number:
Country of Issue:

Immicard: Card Number:

Citizenship Certificate: Stock Number:
Acquisition date:

Australian Birth Certificate: *A copy of the Certificate must be provided with the enrolment form*

In accordance with section 11 of the Student Identifiers Act 2014, FPA Australia will securely destroy personal information which we collect from individuals solely for the purpose of applying for a USI on their behalf as soon as practicable after we have made the application or the information is no longer needed for that purpose.

Signature

Print Name

AVETMISS Data Collection

As a Registered Training Organisation we are required to collect the information below for each enrolment

Have you supplied FPA Australia with this data in the last 12 months? **Yes** Proceed to Payment Details Section
 No Please answer all questions below

LANGUAGE AND CULTURAL DIVERSITY

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

Do you speak a language other than **ENGLISH** at home? No Yes (specify)

SCHOOLING

Are you still enrolled in secondary or senior secondary education? YES NO

What is your highest **COMPLETED** school level? Year 12 or equivalent Year 11 or equivalent
 Year 10 or equivalent Year 9 or equivalent
 Year 8 or below Never attended school

EMPLOYMENT

Which best describes your current employment status? (select only ONE)

Full-time employee Self-employed: not employing others Unemployed: seeking full-time work
 Part-time employee Self-employed: employing others Unemployed: seeking part-time work
 Employed: unpaid worker in a family business Not employed: not seeking employment

DISABILITY

Do you consider yourself to have a disability, impairment or long term condition? YES NO

If **YES**, please “tick” the area of disability, impairment or long-term condition (select all applicable choices):

Hearing/Deaf Physical Intellectual Learning Mental illness
 Acquired brain impairment Vision Medical condition Other

STUDY REASON

Which **BEST** describes your main reason for undertaking this study? (select only ONE)

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 Requirement of my job
 I wanted extra skills for my job To get into another course of study Other reasons
 For community/voluntary work For personal interest or self-development

PREVIOUS QUALIFICATIONS ATTAINED

Have you **SUCCESSFULLY** completed any of the following qualifications? YES NO If Yes, select qualification

Bachelor Degree or Higher Degree Certificate IV or Advanced Certificate Certificate II
 Advanced Diploma or Associate Degree Certificate III or Trade Certificate Certificate I
 Diploma or Associate Diploma Other Education (not listed)

PAYMENT AND INVOICE DETAILS

PAYMENT AMOUNT

Non-member \$4,000 Member* \$3,600

* Member discount is applicable to members of Fire Protection Association Australia.

PAYMENT OPTIONS

FPA Australia offers several payment options. These options include the ability to pay the specified amount upfront (see below) and then pay off the remaining balance via direct debit from a bank account or credit card over several months.

Overall Fee per student less than \$1500

If the total fee (per student), is less than \$1500, there are two payment options:

1. The total amount owing can be paid in full at time of enrolment; or
2. A deposit of \$500 per student is paid at enrolment, with the remaining balance paid over 3 months or prior to completion of the course, whichever occurs first.

Overall Fee per student is \$1500 or greater

If the total fee (per student), is \$1500 or greater, a deposit of \$1000 per student must be paid at enrolment, with the remaining balance paid over 3 months or prior to completion of the course, whichever occurs first.

Select Payment Schedule

- Pay invoice in full (*must be less than \$1500 per student*)
- Pay deposit and remaining balance in instalments over 3 months

INVOICE DETAILS

- Invoice to be raised in the Company's name (*complete details below*)
- Invoice to be raised in the student's name (*please proceed to Payment Information*)

Company:

Contact Name:

Contact Number:

FPA Membership:

Yes No

Membership Number: (*if known*)

Address Line 1:

Address Line 2:

Suburb/Town:

State:

Postcode:

Email:

PAYMENT METHOD – Please select one of the methods below

Credit Card

VISA

MasterCard

Card Number _____

Expiry Date _____ / _____ CCV _____

Name of Cardholder _____

FPA Australia uses Ezidebit to manage authorised payments. Submission of this form is an acknowledgement that the account payer authorises Ezidebit, acting on behalf of FPA Australia, to debit payments from my specified Credit Card above, and I/We acknowledge that Ezidebit will appear as the merchant on my credit card statement. Furthermore, I/We agree to reimburse and indemnify Ezidebit for any successful claims made by the Card Holder through their financial institution against Ezidebit

Bank, Building Society or Credit Union Account

Financial Institution: _____ Branch: _____

BSB Number: _____ Account Number: _____

Account Holder Name: _____

FPA Australia uses Ezidebit to manage authorised payments. Submission of this form is an acknowledgement that the account payer authorises Ezidebit Pty Ltd ACN 096 902 813 (Direct Debit User ID No 165969, 303909, 234040,0234072, 428198) to debit my/our account at the Financial Institution identified above through the Bulk Electronic Clearing System (BECS) in accordance with the Debit Arrangement stated on the Invoice issued to us.

The following payment fees will apply to all payments

<i>Bank Account</i>	No fee	<i>American Express</i>	3.9%
<i>VISA / MasterCard</i>	No fee	<i>Failed Payment Fee</i>	\$21.90

PRIVACY STATEMENT & STUDENT DECLARATION – for your enrolment to be valid please tick and sign the following:

- I have read, understood and accept the terms of conditions specified in the FPA Australia Student Handbook located on the FPA Australia website.
- I agree to pay the course fees as per the schedule and payment method listed on this enrolment form.
- I was adequately informed of the requirements and expectations of the course prior to enrolment.
- I the individual / employer (*circle one*) agree to pay all fees and charges applicable to and arising from this enrolment.
- I understand that FPA Australia is required to submit data sourced from this enrolment form to the National Centre for Vocational Education Research Ltd (NCVER) as a regulatory reporting requirement. The information contained on my enrolment form may be used by FPA Australia or the following third parties for administrative, regulatory and/or research purposes:
 - School – if I am a secondary student undertaking VET, including a school-based apprenticeship or traineeship
 - Employer – if I am enrolled in training paid by my employer
 - Government departments and authorised agencies
 - NCVER
 - Organisations conducting student surveys.
 - Researchers.

Note: NCVER will use, secure, disclose, and retain your data in accordance with the VET Data Protocol and all NCVER policies and protocols (including those published on NCVER's website at www.ncver.edu.au).

- I acknowledge that the invoice must be fully paid prior to the enrolled student being eligible to attend an Assessment Session or be issued with a qualification (certificate) or statement of attainment.
- I declare that the information I have provided to the best of my knowledge is true and correct.

Student Name: _____

Student Signature: _____ Date: _____

RETURN COMPLETED FORM

Post
FPA Australia
Training and Education
PO Box 1049
Box Hill VIC 3128

Email
training@fpaa.com.au

Fax
03 8892 3132