

Domestic Student Application Form and Training Contract

Please read all sections and submit the completed form and supporting documentation to the Pacific Flight Services RTO Team email pfsrto@pacificflight.com.au

PLEASE USE BLOCK LETTERS WHEN COMPLETING THIS FORM AND PLEASE KEEP A COPY.

Course Preference					
Please select a course and the preferred start date					
Select a course <i>(Please Tick)</i>	VET National Course Code	Course Name	Total Course Duration	Total Course Cost	Preferred Intake
<input type="checkbox"/>	AVI50222	Diploma of Aviation (Commercial Pilot Licence- Aeroplane)	54 Weeks	\$AUD 89,500.00	

***All courses are delivered at; 1 Drover Road, Bankstown Aerodrome NSW 2200**

***Disclaimer- Pacific Flight Services reserves the right to change their course duration, cost, and other information without notice.**

Do you have a CHESSN (Commonwealth Higher Education Student Number)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <hr style="width: 80%; margin: 0 auto;"/>
Australian Tax File Number	
Do you have an Aviation Reference Number? (ARN)	<input type="checkbox"/> Yes <input type="checkbox"/> No Please apply: https://www.casa.gov.au/standard-page/individual-aviation-reference-number
Are you applying for a VET Student Loan?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Applicant Personal Details

1. Full Name *

Family Name (surname)	
Given Name/s	

** Please write the name that you used when you applied for your Unique Student Identifier (USI), including any middle names. If you do not yet have a USI and want Pacific Flight Services to apply for a USI on your behalf, **you must write your name, including any middle names, exactly as written in the identity document** you choose to use for this purpose. See section on the USI at the end of this form for a detailed explanation. **

2. Date of Birth

Day/month/year			
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3. Gender (Tick ONE box only)

Male Female Other

4. Contact Details and Tax File Number

Home Phone		Mobile	
Email address			
Tax File Number			

5. Residential Address

Please provide the physical address (street number and name not PO BOX) where you usually reside rather than any temporary address at which you reside for training, work or other purposes before returning to your home. If you are from a rural area, use the address from your state or territory's 'rural property addressing' or 'numbering' system as your residential street address.

Flat/Unit Details		Street/Lot Number	
Street Name		Suburb/Town	

State/Territory		Postcode	

6. Postal Address (if different from above) if the same as above, please leave blank.

Flat/Unit Details		Street/Lot Number	
Street Name		Suburb/Town	
State/Territory		Postcode	

7. Passport and Visa Details

Passport Number		Expiry Date: (dd/mm/yyyy)	___/___/___
Are you a citizen?		Country of Citizenship	
Citizenship Date		Country of Birth	
Year of Arrival in Australia			

Language and Cultural Diversity
8. Do you speak a language other than English at home?
(If more than one language, indicate the one that is spoken most often)

- No, English only
 English only – Go to question 9
 Yes, other – please specify _____

9. How well do you speak English?

- Very well
 Well
 Not well
 Not at all

10. Are you of Aboriginal or Torres Strait Islander origin?
(For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes)

- No
 Yes, Aboriginal
 Yes, Torres Strait Islander

Emergency Contact
11. Details

Relationship			
Family Name			
Given Name/s			
Mobile		Email Address	

Disability
12. Do you consider yourself to have a disability, impairment, or long-term condition?

- Yes
 No - Go to question 14

13. If you indicated the presence of a disability, impairment, or long-term condition, please select the area(s) in the following list: (You may indicate more than one area)

- Hearing/deaf
 Physical
 Learning Disability
 Intellectual
 Mental Illness
 Acquired Brain Impairment
 Vision
 Medical Condition
 Other _____

Schooling

14. What is your highest COMPLETED school level? (Tick ONE box only)

- | | | |
|--|--|--|
| <input type="checkbox"/> Year 12 or equivalent | <input type="checkbox"/> Year 11 or equivalent | <input type="checkbox"/> Year 10 or equivalent |
| <input type="checkbox"/> Year 9 or equivalent | <input type="checkbox"/> Year 8 or below | <input type="checkbox"/> Never attended school – go to question 18 |

15. In which YEAR did you complete that school level?

16. Are you still attending secondary school?

-
- Yes
-
- No

Previous Qualifications

17. Have you SUCCESSFULLY completed any of the following qualifications?

-
- Yes
-
- No – go to question 19

18. If YES, then tick ANY applicable boxes.

- | | |
|---|--|
| <input type="checkbox"/> Bachelor degree or higher degree | <input type="checkbox"/> Advanced diploma or associate degree |
| <input type="checkbox"/> Diploma (or associate diploma) | <input type="checkbox"/> Certificate IV (or advanced certificate/technician) |
| <input type="checkbox"/> Certificate III (or trade certificate) | <input type="checkbox"/> Certificate II |
| <input type="checkbox"/> Certificate I | <input type="checkbox"/> Certificates other than the above |

19. Have you completed any English Exams?

-
- Yes
-
- No Score _____ Date completed _____

20. Are you currently studying a course in Australia?

-
- Yes
-
- No Please specify: _____

21. Have you enrolled in the same or a similar course elsewhere?

a. (If you have you may be eligible for a credit transfer or Recognition of Prior Learning (RPL) – contact us for further information. You must attach verified copies of documents to support a credit transfer or RPL application)

b. No Fee applies for Credit Transfers. However, a non-refundable fee applies to all applications for RPL.

-
- Yes
-
- No

Employment

22. Of the following categories, which BEST describes your current employment status?

(Tick ONE box only)

- | | |
|--|--|
| <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"/> Employed – unpaid worker in a 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 employment |

Study Reasons

23. Of the following categories, which BEST describes your main reason for undertaking this course/traineeship/apprenticeship? (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 or self-development
 Other reasons, please specify

24. How did you hear about Pacific Flight Services? Please tick an option.

- Authorised agent
 Seminar/Expo/Careers Day/Open Day
 Social Media
 Other, please specify _____

Enrolment Questionnaire

25. What are your future employment plans/career goals?

26. Please provide some details about your work and study history.


27. What are your interests/hobbies outside of work?

28. What is your learning style and how do you like to learn? NOTE: You may also learn best through a combination of methods or through options not listed below. Those listed have been provided as examples.

- | | |
|---|---|
| <input type="checkbox"/> Visual – Learn best through pictures, diagrams, watching etc. | <input type="checkbox"/> Reading – Learn best through research, reviewing textbooks, reading notes etc. |
| <input type="checkbox"/> Hands on – Learn best through practicing, role plays, simulations etc. | <input type="checkbox"/> Other: _____ |

29. What learning materials and strategies will assist you in your studies and help you in your learning? Tick the ones that apply to you.

- | | |
|--|--|
| <input type="checkbox"/> Textbooks | <input type="checkbox"/> Conducting own research |
| <input type="checkbox"/> PowerPoints and handouts /Pictures and diagrams | <input type="checkbox"/> Practical application of skills and knowledge |
| <input type="checkbox"/> Group discussions | <input type="checkbox"/> Working through real examples |
| <input type="checkbox"/> Online materials | Other: _____ |

 PACIFIC FLIGHT SERVICES	Pacific Flight Services Pty Ltd Domestic Student Application Form and Training Contract	Approved by: CEO
		Version: V1.4
		Effective date: 15/07/2022

Unique Student Identifier

From 1 January 2015, we Pacific Flight Services 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). If you have not yet obtained a USI, you can apply for it directly at <http://www.usi.gov.au/create-your-USI/> on a computer or mobile device.

30. Enter your Unique Student identifier (if you already have one)

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<p>Application for Unique Student Identifier</p> <p>If you would like us Pacific Flight Services to apply for a USI on your behalf you must authorise us to do so and declare that you have read the privacy information at http://www.usi.gov.au/Training-Organisations/Pages/Privacy-Notice.aspx. You must also provide some additional information as noted at the end of this form so that we can apply for a USI on your behalf.</p>	
<p>I (full name), _____, authorise Pacific Flight Services to apply pursuant to sub-section 9 (2) of the Student Identifiers Act 2014, for a USI on my behalf.</p> <p><input type="checkbox"/> I have read, and I consent to the collection, use and disclosure of my personal information pursuant to the information detailed at http://www.usi.gov.au/Training-Organisations/Pages/Privacy-Notice.aspx</p> <p><input type="checkbox"/> I understand that I may receive a National Centre for Vocational Education Research (NCVER) student survey.</p>	
Full Name	
Student Signature	Date

Training Contract and Conditions of Enrolment

General Course Information

Please refer to the course outline on our website for unit codes and course details/description/content and duration, enrolment conditions, and assessment methods for each qualification.

Obligations to the Learner

Pacific Flight Services must retain records of all training contracts as well as receipts of payments made by learners under the training contract for at least two (2) years after the person ceases to be an accepted learner.

Mode of Study

Pacific Flight Services courses are delivered face to face – in class mode of delivery including practical. Students are required to study on a full-time basis which is equivalent to a minimum of 20 -25 contact hours per week. Pacific Flight Services does not offer online or distance learning in any of its courses. Self-paced learning is expected outside of rostered contact hours. There is no distance learning offered at Pacific Flight Services. In the case of a pandemic or weather conditions alternative arrangements may be made.

Entry Requirements

Please refer to the VET Entry Requirements located on the Pacific Flight Services website for the requirements of acceptance into each of our courses including the required minimum level of English language proficiency, academic requirements, and additional requirements e.g., minimum age requirement. Please keep in mind that you will be subject to an LLN test (Literacy, Language and Numeracy Test) prior to the commencement of your course. This assesses whether a learner's English language, literacy and numeracy proficiency is sufficient to enable them to enter the course.

Under the English language proficiency standard described in CASR Part 61 Manual of Standards, Schedule 2 Competency Standards, Section 1 English Language Proficiency, GEL (General English Language Proficiency).

The requirements are below:

- Demonstrated LLN performance at ACSF Level 3:
 - o Reading 19.
 - o Numeracy 21.

And any of the following.

International Students (English Language Proficiency)

- IELTS (Academic) test score 5.5 band overall or higher OR
- TOEFL iBT test Score of 46 or
- PTE Academic Test score of 42 or
- Cambridge English Advanced (CAE) 162 or
- OET Pass Grade B or
- Level 4 Aviation English Assessment-ELP or
- IELTS Test score of 5 or equivalent + at least 10 weeks ELICOS courses with recognized institute
- IELTS Test score of 4.5 or equivalent + at least 20 weeks ELICOS course with recognized institute

• Students may be exempt from English Language Proficiency requirements if any of following conditions satisfied:

1. Minimum 5 years study in an English-speaking country
2. At least 6 months of a certificate IV level courses (or above) in an Australian Registered Training Organization/ Institute
3. An English Foundation courses in a recognized institute (RTO Manager Approval required)

Pacific Flight Services will provide access to a Basic Key Skills Builder English and Mathematics assessment conducted online by TAFE Queensland.

Age Requirements

There are no age requirements for this course.

Educational Qualification Prerequisites

Successful completion of Year 12 or the equivalent level of study is required for this course. For your country's equivalent year 12 educational qualification please [click here](#).

Aviation Reference Number Requirement

Student pilots and pilot licence holders are required to hold a CASA Aviation Reference Number (ARN). You must apply for the ARN before commencing further into the enrolment process. Please click on the link to apply.

<https://www.casa.gov.au/organisation-aviation-reference-number-arn-application>

ASIC – Aviation Security Identification Card Requirement

Pilots operating from security-controlled airports are required to hold an Aviation Security Identification card. Please click on the link to apply. You will be given a letter of operational need at the end of the enrolment process.

<https://www.veritasgroup.com.au/asic>

Medical Certificate Prerequisites

All learners must provide evidence of having met the medical standards of a CASA Class One Medical Examination prior to being accepted into a Diploma Qualification course at Pacific Flight Services. A CASA Designated Approved Medical Examiner (DAME) can conduct the examination in Australia.

Satisfactory assessment in a Class 1 medical assessment conducted by a designated aviation medical examiner (DAME) is required. This may incur a fee and various tests to determine your suitability for the course.

Orientation

Students are required to attend orientation.

Attendance, Course Progress and Assessment requirements

If you have any special learning needs, please clearly identify them on your student application form (so that appropriate arrangements can be put in place to address your special needs. Students are informed of the expected performance and knowledge evidence as well as the assessment conditions in the beginning of each unit of competency. Students are also given an assessment tools and learner resources for each unit of competency during the course.

Please be aware that minimum of 80% attendance and satisfactory course progress is a mandatory requirement for all Pacific Flight Services courses. Attendance is also monitored on a weekly basis. Please note that the successful completion of any VET-related courses requires the student to successfully complete all assessments for each unit of competency enrolled by the student.

In the case of low attendance (below 80%), please be aware of the following procedures:

- 1st Warning – via email and phone
- 2nd Warning – via email and formal meetings with the instructor/RTO Manager
- 3rd Warning – via email and formal meetings with the RTO Manager, if a student fails to comply then this will result in the suspension/cancellation of the student’s enrolment.

Supporting evidence is required from the student for an explanation of their absences.

Facilities, Equipment, and Resources

Please refer to the electronic version of our student handbook located on the Pacific Flight Services website for our campus locations, a general description of our facilities including computer equipment, learning and library available to students. Student handbook can also be printed off our website or it can be accessed at the campus.

Arrangements with other providers or parties

Pacific Flight Services does not have any arrangements with other providers or parties to provide its courses or part of its courses on its behalf. There are no third-party training and assessment providers in this course.

Work Experience Prerequisites and Compulsory Work-Based Training

There are no work experience prerequisites in this course.

There is no compulsory work-based training in this course.

Training in this course may simulate the working environment.

Work Placement Arrangements and Community Based Learning Arrangements

There are no work placement arrangements in this course.

There are no community-based learning arrangements in this course.

Collaborative Research Training Arrangement

There are no collaborative research training arrangements in this course.

Migration Outcome

Pacific Flight Services does not offer a migration outcome to a learner undertaking this course.

Student Support

Pacific Flight Services provides ample support to students if needed. Academic and learning support is provided by tutoring students who are struggling with their studies, and academic counselling is provided by the RTO Manager for course progress if needed. There is no cost associated with internal support at Pacific Flight Services.

For external support services please refer to the student handbook for further information on our website.

Assessment Outcome

Pacific Flight Services does not guarantee a successful education assessment to a learner undertaking this course. Assessment methods in this course include written assessment and practical demonstrations to an assessor. Courses are based upon you being able to demonstrate skills and knowledge in the units of your course.

All units involve attendance at classroom sessions as well as practical demonstration in a simulation or real workplace within the airspace surrounding Bankstown Airport. At various times through your course, you must undergo an assessment or test to show that you have learned skills or that you have sufficient knowledge on the subjects being trained.

If you are unable to reach the required standard at certain milestones throughout your course, you will be assessed as not yet competent and will receive further training in order to be assessed as competent. At the successful completion of the course, you will be issued the relevant qualification to show that you have successfully completed the course.

Pacific Flight Services does not guarantee that:

- A learner will successfully complete a training product on its scope of registration; or
- A training product can be completed in a manner which does not meet the requirements of the following.

Pacific Flight Services training and assessment strategies and practices, including the amount of training they provide, are consistent with the requirements of training packages and VET accredited courses and enable each learner to meet the requirements for each unit of competency or module in which they are enrolled.

For the purposes of the above, Pacific Flight Services determines the amount of training they provide to each learner regarding:

- The existing skills, knowledge, and the experience of the learner.
- The mode of delivery; and
- Where a full qualification is not being delivered, the number of units and/or modules being delivered as a proportion of the full qualification; or

Pacific Flight Services does not guarantee that a learner will obtain a particular employment outcome as this is outside the control of Pacific Flight Services.

Course Fees and Refund Policy

Pacific Flight Services reserves the right to change the Course Fee without notice in the event of a variation due to rise and fall. Please refer to the course information on the Pacific Flight Services website for indicative course-related fees.

Pacific Flight Services may accept payment of no more than AUD\$1,500 from each individual Australian Domestic learner prior to commencement of the course. This is non-refundable.

Refund policy must also be read in conjunction with course-related fees. It can be accessed via Pacific Flight Services website. It is very important for you to clearly understand your course related fees and refund policy before you sign and accept this agreement.

No tuition fees will be payable in advance but will be payable after each agreed part of a course has been provided. This will be given at the admission process.

Fees for payment of tuition fees later than 30 days past the end of the calendar month in which they are due will attract a 7% annual interest fee pro rata monthly.

Please refer to the Vet Fee Schedule on our website for full payment due dates.

Pacific Flight Services does not accept AMEX or DINERS club cards.

Student Default

For student default information please refer to this website for further information.

<https://www.dese.gov.au/tps/vsl-students>

Continuing your studies with a replacement provider

If the TPS finds a replacement course for you, you will need to contact the new provider. In your discussion with the replacement provider(s), you will need to talk about the suitability of the provider and the course. You will also need to take your academic transcript along with you.

Provider Default

Pacific Flight Services will have arrangements in place through the Tuition Protection Scheme (TPS). Please refer to the link for further information <https://www.dese.gov.au/tps/vsl-providers-tuition-protection-service>

This agreement, and the availability of complaints and appeals processes, does not remove the right of the student to take action under Australia's consumer protection laws.

Course Credits and VET Academic Credit Transfer/Recognition of Prior Learning

Pacific Flight Services recognizes all AQF Qualifications and Statements of Attainment issued by other Registered Training Organisations (RTOs) and grants academic credit for such courses/units of study upon a prospective or existing student's application (supported by the requisite documentary evidence) for such course credit.

If you have previously completed qualification(s) or unit(s) of competency you may be eligible to apply for a course credit. Please visit Pacific Flight Services website and fill out the Credit Transfer Form, attach copies of the evidence you have (e.g., Certificate and/or Statement of Attainment) and submit all the evidence with your application.

Applicants will be notified of the outcome of their application within 28 working days of its submission.

Pacific Flight Services will assess whether the intending learners' educational qualifications or work experience is sufficient to enable them to enter the course. If you are applying for Recognition, please complete and attach the Recognition Kit available from www.pacificflight.com.au

Course credit is available for units of competency offered by the Registered Training Organisation and listed on training.gov.au. Credit transfer applies to situations where learners have completed at another Registered Training Organisation a unit of competency identical to those, they are currently enrolled in. An application for course credit can be made on Credit Transfer Form available from www.pacificflight.com.au

Items Included in Course Fee

The Course Fee includes the following materials and events to pass the Units of Competencies and the CASA flight tests for the award of the qualification within a timely manner and within the course time frame:

- Face to Face Training.
- Flight Training.
- Simulator Training.

- Attempt at Each Flight Test.
- Course Handouts; and
- Library Access
- Student Kit
- Access to library
- First attempt at all CASA Exams
- Practice Pilot Exams
- First issues of all charts

Items not Included in Course Fee

The Course Fee does not include the following materials and events:

- For any repeated lessons/flight students will be charged the published price.
- Maps/ Air Services Australia Documents.
- CASA Examination Fees.
- CAR.

Conditions of Accepting Course Money

- Pacific Flight Services cannot accept the course money from any student until this training contract has been signed or otherwise accepted by the student.
- Pacific Flight Services can only accept the course money on or after the signed training contract is received.
- Pacific Flight Services may also accept the course money at the same time this training contract is signed and received by the College.
- If Pacific Flight Services receives the course money sent by mail or by electronic payment into the Pacific Flight Services' account before receiving the signed training contract,
- Pacific Flight Services cannot use this money until it receives the signed agreement. In this circumstance, Pacific Flight Services will contact the student immediately and notify the student that the course money will not be processed until Pacific Flight Services receives the signed training contract from the student.
- If Pacific Flight Services receives the course money and does not receive the signed training contract from the student (e.g., the student has decided not to sign and accept the offer for any reason), Pacific Flight Services will return the money to the student within 10 working days.

Non-payment of Fees

You must pay your fees on time according to the schedule supplied by Pacific Flight Services. Pacific Flight Services has the right to suspend or cancel a student's enrolment if they do not pay on time.

Pacific Flight Services will follow the below procedures prior to suspending or cancelling a student's enrolment due to non-payment of fees:

1. Payment Friendly Reminder – This will be sent to the student's nominated email address a week prior to the due date.
2. First warning letter for non-payment of fees – this will be sent out if you still haven't made a payment.
3. If no payment is received by the due date, Final Warning Letter will be sent on the due date. Students will have 5 working days from the date the Final Warning Letter is sent to pay their outstanding fees.

If the payment is still not made by the student, one of our staff will try to contact you via phone to notify you that we will be sending to you an Intention to Report Letter. Student will have 5 working days from the date the Final Warning Letter sent to pay their outstanding fees.

3. If the payment is still not made by the student, one of our staff will try to contact you via phone to notify you that we will be sending you an Intention to suspend or Cancel Letter. You will have 20 working days to respond to this letter either by paying the outstanding fee or making an appeal to Pacific Flight Services.

4. If no payment is received or the student does not make an appeal against the Intention to suspend/Cancel Letter, Pacific Flight Services will cancel and report the student's enrolment to VSL.

Please refer to our Complaints and appeals and Deferment, Suspension or Cancellation of a student's enrolment located on the Pacific Flight Services website.

Refund Policy

Please refer to the Fees and Refund Policy and Process on our website for further information.

Procedures for Claiming Refunds

1. Please fill out the 'Refund Request Form (which can be downloaded from Pacific Flight Services website).

2. Submit the form with any supportive evidence to the RTO Manager or alternatively you can send the scanned copy of the 'Refund Request Form to the accounts@pacificflight.com.au or pfsrto@pacificflight.com.au

3. Once the 'Refund Request Form is received by the Student Services, it will be forwarded to the RTO Manager for a review.

4. If eligible, refunds will be processed within 4 weeks.

5. In the event of an unsuccessful outcome or if the student is not eligible for a refund, students can appeal against the RTO Manager's decision accessing the Pacific Flight Services Complaints and Appeals policy located on the Pacific Flight Services website.

Deferment, Suspension or Cancellation of an Enrolment

Please refer to Deferment, Suspension or Cancellation of a student's enrolment located on Pacific Flight Services website. Pacific Flight Services course deferment, suspension and cancellation policy is contained in the Student Handbook. The fee for course deferment, suspension and cancellation is in accordance with the Refund Policy.

VSL- VET Student Loans

VET Student Loans (VSL) is an Australian Government loan program that helps eligible VET students pay their tuition fees. A VET Student Loan creates a debt that must be repaid to the Commonwealth through the Australian taxation system. To review further information and your eligibility please visit the website. <https://www.dese.gov.au/vet-student-loans/vet-information-students/information-vet-student-loans-students>

Notification of Personal Details

Students must inform Pacific Flight Services of any changes to their details via email or phone or in person as soon as possible.

Reissuance of Testamur

Application for issuance of replacement qualification testamur can be made directly to the RTO Manager and this will incur a fee of \$150 plus GST.

Complaints and Appeals

Pacific Flight Services has a complaints and appeals policy and process in place. Please access these on the PFS website.

Critical Incidents

Please refer to the student handbook and our policies for further information.

Safety Management

Please refer to the student handbook and our policies for further information.

Learner Grievance Resolution

Please refer to the student handbook and our policies for further information.

Consumer Rights

Please click here for further information. Cooling off periods are in line with the VET Student Loans conditions. For more information about VET Student Loans, visit <https://www.studyassist.gov.au/vet-student-loans>. Alternatively, you can view the Department of Education, Skills and Employment's YouTube video for an overview of the VET Student Loan program and your obligations. <https://www.youtube.com/watch?v=3HikhWEzIE8&feature=youtu.be>

Declaration and Authority to View Documents (Privacy Act 1998)

Personal information may be disclosed by Pacific Flight Services, the Commonwealth including the TPS, or state or territory agencies, in accordance with the Privacy Act 1988.

- I declare that the information provided by me on this form is true and correct, and I understand that this information will be treated as private and confidential and will not be divulged without my written consent, except where Pacific Flight Services is legally obliged to do so.
- I agree that when I am enrolled in a course at Pacific Flight Services that the staff of Pacific Flight Services can access my personal information contained in my learner file without written consent being obtained.
- I also agree that representatives of Government Departments such as the Department of Education can also have access to my learner file.
- Learner information includes all personal details, contact details, course enrolment details and changes to my circumstances and of any suspected breach of any learner condition.
- My details may also be made available to any Commonwealth and State agencies
- My details will also be made available to the Tuition Protection Service and to Vet Student Loans.
- I agree that during my training there may be circumstances when Pacific Flight Services may need to discuss my progress with an appropriate third party.
 - I herewith confirm that I have read the Student Handbook and understand the contents.
 - I agree that I will follow the rules and requirements that are listed here and will always work to improve the way the RTO works.
 - I have been given orientation training that explains the requirements under the National Training Packages, and the course requirements including further study options.
 - I have had the attendance and performance criteria specified within Learner options.

Pacific Flight Services **does not guarantee that:**

- A learner will successfully complete a training product on its scope of registration; or
- A training product can be completed in a manner that does not meet the requirements of the following:
 - Training and assessment strategies and practices, including the amount of training, are consistent with the requirements of the training package and enable each learner to meet the requirements for each unit of competency or module in which they are enrolled in.
 - A learner will obtain a particular employment outcome where this is outside the control of Pacific Flight Services.

Acknowledgment (Please tick)

I have read and accept the conditions of enrolment including the cancellation and refund policy as stated throughout this Application for Enrolment and Contract for Training.

I am responsible for keeping a copy of this training contract as supplied by Pacific Flight Services, and receipts of any payments of tuition fees or non-tuition fees.

For the purposes, of marketing and advertising only, I give permission to Pacific Flight Services to use photographs, testimonials and videos taken of me. If I wish to opt out, then I will email PFS.

Full Name			
Student Signature		Date	

Privacy and Student Declaration

- I declare that the information I have provided is to the best of my knowledge and that it is true and correct.
- I have read, understood, and agree to be bound by the terms and conditions of enrolment detailed in the enrolment information and policies available
- I understand that my RTO Pacific Flight Services is required to submit data sourced from this application form to the national VET administrative collection as a regulatory reporting requirement to the NCVET.
- The information contained Under the Data Provision Requirements 2012, Pacific Flight Services Pty Ltd is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER). on my enrolment form may be used by my RTO or the following third parties for administrative, regulatory and/or research purposes:
- Your personal information (including the personal information contained on this enrolment form), may be used, or disclosed by Pacific Flight Services Pty Ltd for statistical, administrative, regulatory and research purposes. Pacific Flight Services Pty Ltd may disclose your personal information for these purposes to:
 - Commonwealth and State or Territory government departments and authorised agencies; and NCVET.
 - Personal information that has been disclosed to NCVET may be used or disclosed by NCVET for the following purposes:
 - populating authenticated VET transcripts.
 - facilitating statistics and research relating to education, including surveys and data linkage.
 - pre-populating RTO student enrolment forms.
 - understanding how the VET market operates, for policy, workforce planning and consumer information; and administering VET, including program administration, regulation, monitoring, and evaluation.
- You may receive a student survey which may be administered by a government department or NCVET employee, agent or third-party contractor or other authorised agencies. Please note you may opt out of the survey at the time of being contacted.
- NCVET will collect, hold, use and disclose your personal information in accordance with the Privacy Act 1988 (Cth), the National VET Data Policy and all NCVET policies and protocols (including those published on NCVET's website at www.ncver.edu.au).
- For more information about NCVET's Privacy Policy go to <https://www.ncver.edu.au/privacy>.

Full Name			
Student Signature		Date	

Media Release

If you do not wish to be part of any media release publications, then please leave this section blank.

I, _____ (full name) grant permission to Pacific Flight Services Pty LTD to use my image (photographs and/or videos) for Media publications including Facebook and/or Instagram, Reddit, brochures, and other social media sites for educational purposes only.

I hereby waive any right to inspect or approve the finished photographs or electronic matter that may be used now or in the future, whether that use is known or unknown. I waive any right to royalties or other compensation arising from or related to the use of the images.

Please initial the paragraph below which is applicable to your present situation.

I am 18 years of age or older and I am competent to contract in my own name. I have read this release before signing below, and I fully understand the contents, meaning, and impact of this release. I understand that I am free to address any specific questions regarding this release by submitting those questions in writing prior to signing. I agree that my failure to do so will be interpreted as a free and knowledgeable acceptance of the terms of this release.

I am the parent or legal guardian of the child's name below. I have read this release before signing below and I fully understand the contents, meaning, and impact of this release. I understand that I am free to address any specific questions regarding this release by submitting those questions in writing prior to signing. I agree that my failure to do so will be interpreted as a free and knowledgeable acceptance of the terms of this release.

Full Name			
Student Signature		Date	