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## **Pre-enrolment course conditions** **Nationally Recognised Training Courses**

Before deciding to enrol in this course there are some criteria you must be aware of.

### **Course requirements**

**Unique Student Identifier (USI)** - To be able to complete this course it is now a legal requirement that you provide your USI. More information about the USI can be found at [www.usi.gov.au](http://www.usi.gov.au). You can also create your USI at this website.

**Language Literacy and Numeracy** – It is a Government requirement that you must be able to complete the knowledge assessment in English. If you have any concerns with reading or writing English to a reasonable standard, please let us know asap. There are support options available.

**Identification** – You will have to provide some form of photo identification.

**Student Visa** – If you are in Australia on a Student Visa it is illegal to undertake any VET training other than with a CRICOS provider. We cannot enrol you in this course.

**Pre-work** - You may be required to complete some pre-work before the course. If so this must be brought with you on the first day.

**Attendance** - You will be required to attend the whole course time. There are no sections that can be missed.

**Do you have existing skills and knowledge in this field?** If so and it is recent you may be able to apply for recognised prior learning for part or all of the training. You will need to provide evidence if such.

**High Risk Work Licence:** Most of the nationally Recognised Training courses Forkpro Australia runs involve use of load shifting equipment. Some of these such as forklift and order picker require a High Risk Work Licence. You must hold a valid HRW licence for this class of equipment if it is to be used within the course.

#### Preparation for the course:

- You must wear shoes in footwear, long pants and preferably long sleeved shirt.
- Bring driving/reading glasses if required
- You must not be under the influence of any drug or alcohol
- You will need to be well rested.

Please use the self assessment on the next page to decide whether to proceed to enrolment.



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## Self assessment checklist.

**Please answer these questions before continuing to course enrolment.**

Critical – If you answer ‘YES’ to these you cannot enrol in this course

- ☐ Do you have a reason you would not provide a USI to the training provider?
- ☐ Are you on a Student Visa?

If you answer ‘NO’ to these you may still be able to enrol but please contact us for additional support before enrolling.

- ☐ Do you believe you have reasonable English reading skills?
- ☐ Do you believe you have reasonable English writing skills?
- ☐ Do you have the time to complete the pre-work prior to the course?
- ☐ Can you attend 100% of each day of the course?
- ☐ Do you understand that you must be completely drug and alcohol free during the course?
- ☐ Do you know that cancellations and post-ponement cannot be made once within 7 days of the course start date?
- ☐ If required for the course, do you hold a valid High Risk Work licence for the class of equipment to be used?

With this following question you may be able to apply for RPL (Recognised Prior Learning) if you have documented recent experience within the field of this course. ***You do not need to have such experience to undertake this course.***

- ☐ Have you any previous experience in this field for the course you wish to enrol for?

***Please do not enrol until you are satisfied that you can meet all the requirements. Our office staff will be pleased to help with any of your pre-enrolment enquiries. Call 1300 789 606.***

For full details of cancellation/post-ponement and refund policies please refer to our Learner Handbook available on our website.