

This form is used to determine a potential student's application and eligibility into the TasTAFE In-Service Program.

Instruction for completing this form:

<p>Step 1 - Applicant Information</p> <ul style="list-style-type: none"> <input type="checkbox"/> Complete all sections of this application form <input type="checkbox"/> Attach current Resume/CV <input type="checkbox"/> Attach current Position Description <input type="checkbox"/> Include evidence of prior training 	<p>Step 2 – TasTAFE Application Review</p> <ul style="list-style-type: none"> <input type="checkbox"/> TasTAFE will review your application <input type="checkbox"/> Eligible applicants will be invited to attend an interview with a TasTAFE teacher <input type="checkbox"/> All applicants will be notified of the outcome
--	--

Applicant details			
Name:		DOB:	
Address:			
		Post Code:	
Phone (home):		Mobile:	
Email address:			
Are you of Australian Aboriginal and /or Torres Strait Islander origin? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Current job title:			
Full time employed (paid) <input type="checkbox"/>		Part time employed (paid) <input type="checkbox"/>	
I commenced my current employment on approximately the following date:			

Previous community services employment history	
Organisation:	Job role:
Organisation:	Job role:
Organisation:	Job role:

Qualification preference. Tick the qualification you are applying for.
<input type="checkbox"/> CHC42015 Certificate IV in Community Services <input type="checkbox"/> CHC43315 Certificate IV in Mental Health <input type="checkbox"/> CHC40413 Certificate IV in Youth Work <input type="checkbox"/> CHC52015 Diploma of Community Services

What are the main skills you would like to improve as a result of studying the above qualification?
1.
2.
3.

Employer details	
Organisation name:	
Supervisor name:	Supervisor email address:
Work address:	Phone contact number:
Employer support	
In-service students will complete on-the-job training in an applied learning context. Supervisor's/manager's will be asked to provide written reports that form part of the applicant's assessment evidence. Please outline details of any support you are able to provide to the applicant.	
I support this application of study at TasTAFE as the training will provide the following benefits to our organisation:	
I am able to support our employee in the following ways:	
Supervisor/Manager Signature:	Date:

Training needs background information	
Please place a 1, 2, 3 or 4 in the boxes below:	
1 – strongly agree, 2 – agree, 3 – unsure, 4 – not applicable	
	I understand the qualification I wish to undertake and its knowledge and skills focus.
	I understand the qualification requires assessment and observation of my knowledge.
	My supervisor would be willing to validate evidence of my demonstrated and observed knowledge and skills.
	The qualification is aligned with my current work role.
	If the qualification is not aligned with my current work role I understand I will need to complete training, participate in workshops and undertake a fieldwork placement that meets the qualification's assessment requirements (this may be within the current organisation I work for or externally, depending on the qualification-'s assessment requirements).
	I am proficient in the use of Information Technology and able to use online training platforms.

Please provide a brief overview outlining why you want to complete this qualification and what strategies you will use to help you successfully complete it.

Yes <input type="checkbox"/>	No <input type="checkbox"/>	I understand that part time training / study requires considerable commitment in time and energy over an extended period and I am able to manage this.
Yes <input type="checkbox"/>	No <input type="checkbox"/>	I understand that I will be required to submit a 'recognition portfolio' or set assessments for clustered units or individual units by the due date and according to my training plan to the teacher responsible for that cluster/unit.
Yes <input type="checkbox"/>	No <input type="checkbox"/>	I understand that I will be required to maintain contact with the teacher through a variety of methods including email, phone and arranged meetings and or attendance at regular workshops.
Yes <input type="checkbox"/>	No <input type="checkbox"/>	I have discussed my training needs with my supervisor(s) and employer and they support my nominated qualification of choice.
Yes <input type="checkbox"/>	No <input type="checkbox"/>	I am available to meet with a TasTAFE teacher/s to discuss my study options, current job role and plan for sustaining both my work and study commitments.

Course Funding - please select your course funding options

Option 1 You will be seeking a VET Student Loan for the course (Diploma level only) <small>Refer to the following for further information http://www.tastafe.tas.edu.au/future/fees-and-payments/vetstudentloans/</small>	YES <input type="checkbox"/> NO <input type="checkbox"/>
Option 2 Your current workplace will be sponsoring your course fees <small>If YES at the time of enrolment your employer will be asked to complete a Sponsor Form</small>	YES <input type="checkbox"/> NO <input type="checkbox"/>
Option 3 You be self-funding the course	YES <input type="checkbox"/> NO <input type="checkbox"/>

I certify that the information provided in this application is true and correct

Applicant Name

Applicant Signature.....

Date.....

Application Checklist – prior to submitting please check that you have:

<input type="checkbox"/>	Completed all sections of the In-Service Application Form. Attached a current resume/CV, your current Position Description and included any evidence of prior training.
Submit your completed application with attachments to info@tastafe.tas.edu.au . TasTAFE will be in contact with you in the near future.	