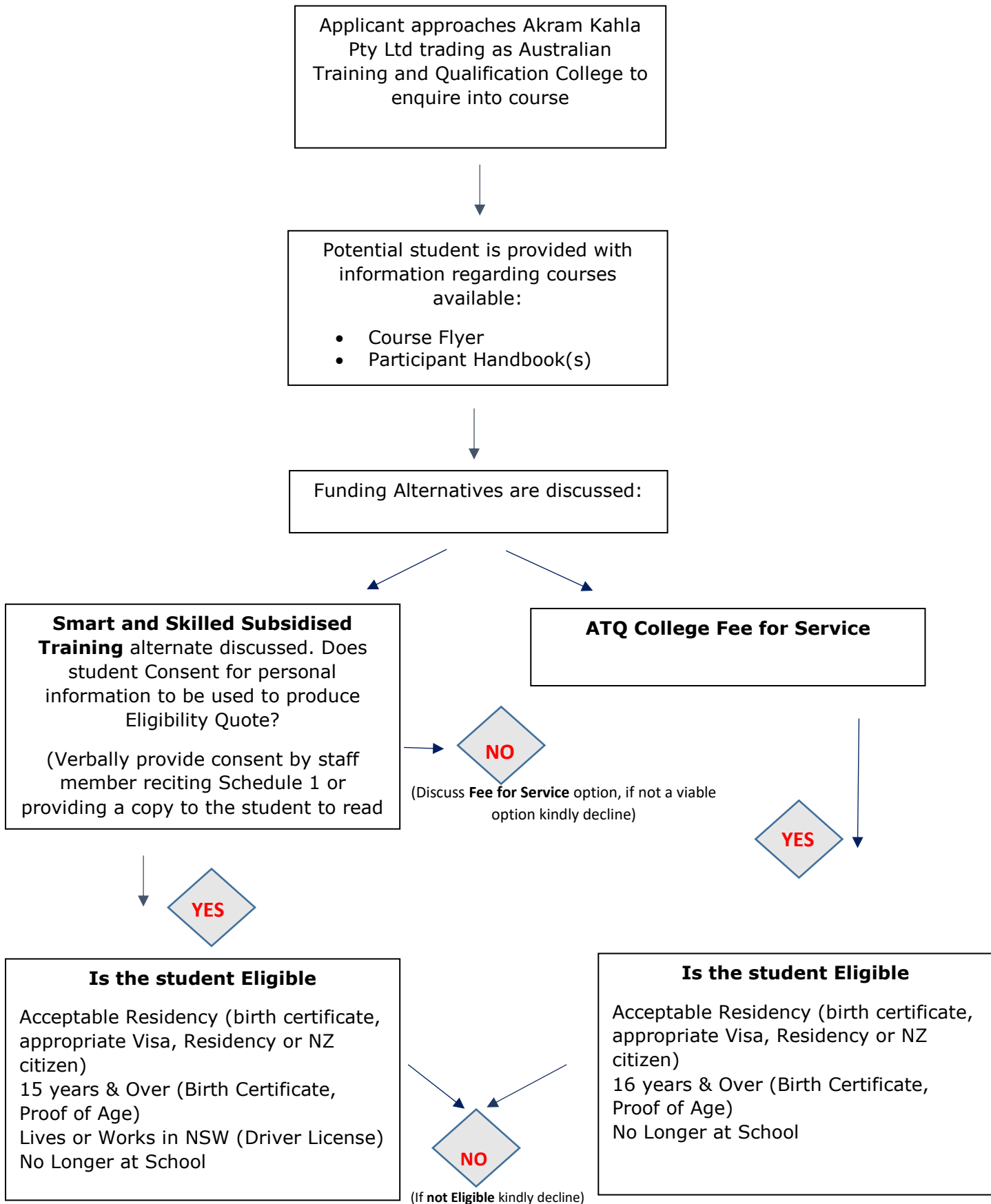


Enrolment process



Produce Quote

Is the student informed and about:

- Student fees contribution
- Concession Fee (declaring documents provided, including Centrelink Statement)
- Fee Exemption (declaration provided)
- Is student Eligible for RPL or Credit Transfer. Student to provide certifications or Statements of Attainment.

Student accepting quote and progressing with enrolment?

Inform of Course Fee's

Is the student informed and about:

- Course Fee, including enrolment fee or any additional resources.
- Is student Eligible for RPL or Credit Transfer. Student to provide certifications or Statements of Attainment.

Student accepting associated fee and progresses with enrolment?

Does student Require USI

NO
(Already issued)

Does student Require USI

Does student Consent for personal information to be used to produce or locate USI?

(Verbally provide consent by staff member reciting Schedule 1 or providing a copy to the student to read and consent)

Produce USI via secure portal

Does student Consent for personal information to be used to produce or Locate USI?

(Verbally provide consent by staff member reciting Schedule 1 or providing a copy to the student to read and consent)

Produce USI via secure portal

Smart and Skilled Commitment ID
Generated

Provide ATQ College Participant Handbook.

Complete ATQ College Enrolment Agreement and student Interview conducted

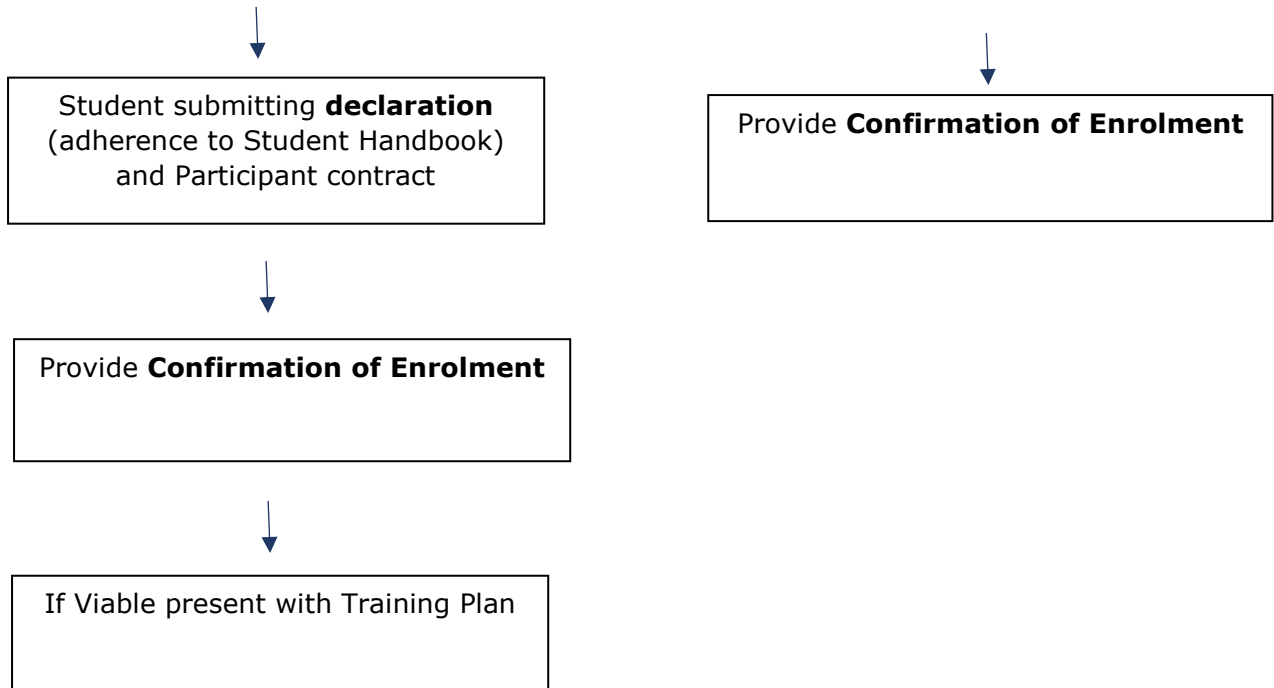
Provide student with Smart and Skilled Customised Student Handbook.

Complete ATQ College Enrolment Agreement and student Interview conducted

ATQ College Participant contract provided, outlining student requirements (including payments, schedule, and attendance and resource requirements)

Smart and Skilled Participant contract provided, outlining student requirements (including payments, schedule, and attendance and resource requirements)

Student submitting **declaration** (adherence to Participant Handbook) and Participant contract



ENROLMENT COMPLETE