

## STUDENT HANDBOOK ACKNOWLEDGEMENT

I, \_\_\_\_\_, verify that I have read and understood and agree to abide by the policies and procedures, which are outlined in the Student Information Handbook as indicated below.

*Please tick when you have read and understood the following sections of the Student Handbook:*

- Information
- Training Details
- Course Information
- Code of Practice
- Code of Conduct
- Leave
- Recognition of Prior Learning (RPL)
- Credit Transfer
- Assessments
- Numeracy and Literacy Assessments
- Grievance Procedure

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### Disclosure and use of Personal Information

I consent to recorded written information collected during training being disclosed to the State Training Board of Victoria for the purposes of AVETMISS statistical data collection which is a requirement of the VRQA.

All Registered Training Organisations are required to report this data on an annual basis to comply with reporting requirements stipulated in the Performance Agreement.

**Name:** \_\_\_\_\_ **(BLOCK LETTERS)**

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_