

Office use only for audit purposes			Entered into CSQ spreadsheet
Birth certificate, passport, green Medicare card or Visa	Qld drivers licence, telephone account, bank statement, real estate agreement	Evidence of employment status	
ATTACHED	ATTACHED	ATTACHED	Invoice number
For your enrolment to be accepted you will need to attach the above documents.			

COMPLETE ALL SECTIONS IN FULL - Martyr Training Services will use information you have provided on this form to access your previous training records. Please ensure all details are filled in accurately.

PERSONAL DETAILS

Unique Student Identifier Number: _____
To obtain your USI go to www.usi.gov.au or ph 1300 857 536. Without a USI, a certificate cannot be issued.

Title: Mr / Mrs / Ms / Miss Given Names: _____
Surname: _____
Previous Surname/s: _____
Street or Postal Address: _____
Suburb: _____ State: _____ Postcode: _____
DOB: ____ / ____ / ____ Email: _____
Mobile: _____ Home Phone: _____ Male or Female

LANGUAGE AND CULTURAL DIVERSITY

In which country were you born? Australia Other (please specify): _____
In which town/city were you born: _____
Citizenship: Australian Citizen Permanent Australian Resident Temporary Australian Resident
Do you speak a language other than English at home? No Yes (please specify)
How well do you speak English? Very well Well Not Well Not at all
Are you of Aboriginal or Torres Strait Islander origin? No Yes- Aboriginal Yes- Torres Strait Islander

DISABILITY

Do you consider yourself to have a disability, impairment or long-term condition? No Yes
If Yes, please select which apply from the following:
 Hearing / Deaf Physical Intellectual Learning
 Mental Illness Medical Condition Vision Acquired Brain Impairment
 Other (please specify) _____

PRIOR EDUCATION/SCHOOL INFORMATION

What is your highest completed level of schooling? _____
In which year did you complete that level? _____
Are you currently attending school? Yes No
If yes, please provide the following details:
LUI Number: _____ Current year and level: (eg2011, year10) _____
School Name: _____ VET Coordinator: _____ Contact Number: _____

PREVIOUS QUALIFICATIONS

Have you successfully completed any of the following qualifications?
 No Yes – please tick any applicable boxes
 Certificate I Diploma or Associate Diploma
 Certificate II Advanced Diploma or Associate Degree
 Certificate III (or Trade Certificate) Bachelor Degree or Higher Degree
 Certificate IV or Advanced Certificate / Technician Certificates other than those above

EMPLOYMENT (TICK ONE OPTION ONLY)

Of the following categories, which best describes your current employment status?

- Full Time Self Employed – not employing others Unemployed – seeking full-time work
 Part Time Employed – unpaid worker in a family business
 Employer Unemployed – not seeking employment Unemployed – seeking part-time work

STUDY REASON (TICK ONE OPTION ONLY)

- To get a job To develop my existing business For personal interest or self-development
 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 To start my own business

EMERGENCY CONTACT

Relationship: Mother Father Other: (please specify) _____
 Title: Mr / Mrs / Ms / Miss First Name: _____ Surname: _____
 Mobile: _____ Home Phone: _____ Work Phone: _____
 Address: _____
 Suburb: _____ State: _____ Post Code: _____

EMPLOYMENT DETAILS

Business Name: _____ Contact Person: _____
 Business Address: _____
 Suburb: _____ State: _____ Post Code: _____
 Email: _____
 Phone: _____ Fax: _____ Mobile: _____
 Employment Status: _____ Direct Supervisor (if different from above) : _____
 Full-Time Part-Time School Based
 By ticking this box, I consent for a copy of my Statement of Attainment to be forwarded to my employer for my employee records

“What level of experience do you feel you hold that is relevant to this course & its content”? (Please see course outline)

I feel I have significant amount of relevant experience. Yes No

I feel I have a basic understanding only. Yes No

I feel I may struggle with this course. Yes No

I feel I have the necessary skills to write an incident report. Yes No

STUDENT DECLARATION

Please tick (√)

- I have completed the attached Application/Enrolment form and payment has been made.
 I have completed the attached questions, as above.
 I will/have provided the RTO with the following forms of Identification & requirements:
 - My ‘Student Identifier Number’ (must be provided—register at usi.gov.au)
 - Copy of my Photographic ID. (E.g.; Drivers Licence, Photo ID Card or Passport) I understand if I have any special requirements, (catering, religious, cultural, language and literacy etc.) I will need to contact the RTO prior to my training.
 I have read and agree that I understand the Course outline
 I understand the requirements of this course are face-to-face classroom work, mentoring, practical application of skills and knowledge taught in the classroom, practical assessment, theory assessment, and some home study.
 I understand and agree that by signing this document I am liable for all course fees, unless participating in a Government Funded Program.
 I am aware that it is an offence to make a false statement on this form.
 I understand it is a requirement that all originals of my qualifications and documentation must be viewed by the RTO staff on enrolment. (Required for RPL purposes only).
 I am aware that the fees for the course are inclusive of everything, as per stated within this document.

- I am aware I must wear casual comfortable clothing and closed in flat heeled shoes to the course, unless on-site in mining or construction venues.
- I am aware that I must be of clean and tidy appearance and hygiene to attend the course.
- I understand that I enter into this agreement with the co-operation of the RTO.
- I understand whilst I am a learner at the RTO my responsibilities are as follows: Please tick (√)
 - Attend class regularly, punctually and advise the RTO of any significant absences.
 - Demonstrate pre-course study as per the course pre-requisites.
 - Maintain attendance across the duration of the course.
 - Comply with RTO dress code (Wearing of slacks and closed in shoes for all, unless on a mining or construction site).
- Comply with and assist in the RTOs emergency procedures.
- The website www.martyrtraining.com.au provides information regarding the course program, including, but not limited to, Training and Assessment Process, Legislative Requirements, Fees, charges and refunds policy, Recognition of Prior Learning, Credit Transfer, Support Services (LL&N), Access and Equity Policy, Complaints Procedure, Appeals Procedure, and the Privacy Policy
- Information supplied by me, may be used by the relative Department for research, statistical analysis, program evaluation, post-completion surveys and internal management purposes. All personal information will be kept confidential.
- Any personal details and training records will be maintained and stored securely by Martyr Training Services for any future audit purposes.
- I will not copy or falsely declare any information or evidence gathered during the training and assessments.
- To the best of my knowledge all information provided on this form is true and correct at the time of enrolment.
- I will follow any reasonable instructions and directions from my designated trainer / assessor
- the fees published on the website represent the total cost to the student to enrol, undertake training and be awarded the statement of attainment
- the refund policy on the website outlines what the student is entitled to (full or part refunds)
- course fees listed in the fee schedule must be paid in full prior to the commencement of training
- Students are entitled to a full refund of course fees student fees where notification of cancellation is received 10 days prior to course commencement. No refund is due after training has commenced.
- Students must communicate cancellation of the training agreement in writing to admin@martyrtraining.com.au within 10 days.
- I acknowledge that I must inform Martyr Training Services of any changes to my details or status throughout the duration of the training agreement.
- I understand that Martyr Training Services may at times take photos, make videos and develop various marketing campaigns for use in promotional activities. These pieces of media remain the property of the RTO and **will not** be sold to any third party. Some of the media may be used for promotional editorials and other marketing materials in public and professional publications and other such media. I allow Martyr Training Services to use and make reference to our organisation. This may include but not be limited to photos, video, voice, text extracts, logos, and other company images.

Student Signature:

Date:

Please read the following questions and Tick the appropriate YES/NO Column

Yes	No	Question
		Are you an existing worker in the Queensland building and construction industry? (An Existing Worker is a current Employee in the Building and Construction Industry who has a one month or more employment relationship with their Employer. The working relationship can be built up through full-time, part-time or casual employment or engagement as a contract worker)
		OR

Are you an Unemployed Eligible Worker? A person who has been unemployed for a period of not greater than 6 months that would otherwise meet the requirements of an eligible worker
(If you answered No to both of the above questions you will not be eligible)

Meaning of *building and construction industry*

(1) The ***building and construction industry*** is the industry of constructing, deconstructing, reconstructing, renovating, altering, demolishing, relocating, maintaining or repairing any of the following— do you physically maintain or repair any of the following?

- (a) buildings;
- (b) spa pools and swimming pools;
- (c) roads, railways, airfields or other works for the passage of anything;
- (d) breakwaters, docks, jetties, piers or wharves;
- (e) works for solid waste disposal;
- (f) works for subdividing or developing land;
- (g) works for the improvement or alteration of a harbour, river or watercourse for navigation purposes;
- (h) works for the storage or supply of water or for flood mitigation;
- (i) works for the irrigation of land;
- (j) works for the conveyance, treatment or disposal of sewage or of the effluent from any remises;
- (k) works for extracting, refining, processing or treating materials or for producing or extracting products and by-products from materials;
- (l) works for conveying products, by-products or materials;
- (m) works for the drainage of land;
- (n) works for the storage of liquids, other than water, or gases;
- (o) works for the generation, supply or transmission of electric power;
- (p) works for telecommunication or for the transmission of radio or television;
- (q) bridges, viaducts, aqueducts or tunnels;
- (r) chimney stacks, cooling towers, drilling rigs, gas holders or silos;
- (s) pipe lines;
- (t) navigational lights, beacons or markers;
- (u) pile driving works;
- (v) sporting or recreational facilities;
- (w) earthworks, other than for farming;
- (x) fences, other than fences on farms;
- (y) structures, fixtures or other works not included in paragraphs (a) to (x), but not including earthworks for farming or fences on farms.

(2) The ***building and construction industry*** also includes land clearing and site preparation, other than for farming. Do you partake in land clearing and site preparation?

(3) The ***building and construction industry*** also includes the industry of, whether on or off site—

(a) constructing a thing, other than ordinary stock for sale, in accordance with working drawings; do you construct?

(b) Deconstructing, reconstructing, renovating, altering, demolishing, relocating, maintaining or repairing a thing, other than ordinary stock for sale, constructed in accordance with working drawings; do you deconstruct?

(If you answered No to the above 3 questions you will not be eligible)

Please Note:

(4) The ***building and construction industry*** does not include the industry of performing maintenance or repairs of a minor nature to anything mentioned in subsection (1) or (3) for a person not substantially engaged in activity mentioned in subsection (1), (2) or (3). Do you perform maintenance or repairs?

(If you answered yes, you may not be eligible)

Are you an Eligible Worker? You will need to follow the criteria below to determine if you are or are not an Eligible Worker:

Who is an eligible worker

(1) An **eligible worker** is an individual who—

(a) under a contract of service is engaged to perform work in the building and construction industry for the majority of the person's ordinary hours of work; or
 (b) under a contract, whether or not the contract is a contract of service, or at piecework rates, is engaged to perform work in the building and construction industry, for labour only or substantially for labour only, for the majority of the person's ordinary hours of work; or
 (c) under a contract, whether or not the contract is a contract of service, performs work in the building and construction industry for the majority of the person's ordinary hours of work, unless—

(i) the individual—

(A) is paid to achieve a stated result or outcome; and

B) has to supply all, or substantially all, of the plant and equipment or tools of trade needed to perform the work; and

(C) is, or would be, liable for the cost of fixing a fault with the work performed; or

(ii) a personal services business determination is in effect for the individual performing the work under the *Income Tax Assessment Act 1997* (Cwlth), section 87-60.

(2) Also, **eligible worker** includes—

(a) an individual who is engaged to perform both work and supervision of other workers in the building and construction industry, whether or not the individual is known as a supervisor, leading hand or another title; and

(b) an individual who is appointed as a safety officer by the person conducting a business to advise the person in relation to work health and safety duties under the *Work Health and Safety Act 2011*, in relation to building and construction work, whether or not the individual performs or usually performs building and construction work.

(3) This section is subject to the following **when an individual is not an eligible worker**

When an individual is not an eligible worker

(1) An individual is not an eligible worker if—

(a) the individual performs work in the building and construction industry—

(i) in a managerial, clerical, professional or ancillary capacity; or

(ii) under a contract of service with a partnership if the individual is a partner and participates in the management of the partnership or shares in its profits; or

iii) under a contract of service with a government entity or a local government; or

(b) the individual is engaged under a contract of service with a non-Queensland government entity; or

(c) a regulation declares the individual is not an eligible worker because the work the individual performs is subject to stated coverage under a stated industrial instrument within the meaning of the *Industrial Relations Act 2016*; or

(d) the individual performs qualifying service within the meaning of the *Coal Mining Industry (Long Service Leave) Administration Act 1992* (Cwlth), section 39A(2).

(2) Also, an individual who would otherwise be an eligible worker under section 3A(i) or (ii) is not an eligible worker if the individual is engaged to perform building and construction industry work by—

(a) a government entity; or

(b) a local government; or

(c) Mount Isa Mines Limited ACN 009 661 447; or

(d) a person who is not substantially engaged in the building and construction industry. (See 3) (If you work for any of the above, you will not be eligible)

(3) Subsection (2)(d) does not apply if the individual is a party to a contract with a labour hire agency that arranges for the individual to perform building and construction work for someone else under an arrangement between the agency and the other person.

	<p>In this section— Arrangement includes agreement, promise, scheme, transaction, understanding and undertaking, whether express or implied.</p> <p>(An Eligible Worker has the same meaning as the Building and Construction Industry (Portable Long Services Leave) Act 1991 (Qld) as amended from time to time).</p> <p>If you are not an eligible worker, you are not eligible</p>
	<p>Are you an Australian or New Zealand citizen, a permanent resident of Australia, a refugee and humanitarian visa holder? If no you are not eligible</p>
	<p>Do you permanently reside in Queensland or are permanently employed in Queensland. If no you are not eligible</p>
	<p>Are you an employee of a Local, State or Commonwealth Government Department or statutory body? If yes, you are not eligible.</p>
	<p>Are you an existing worker of any Authority or Registered Training Organisation? If yes, you are not eligible</p>
	<p>Are you a contracted trainer or assessor or an existing worker of an RTO? If yes, you are not eligible</p>
	<p>Have you previously funded under this Program for three (3) Short Courses in the same Contract Term? If yes, you are not eligible</p>
	<p>Have you been funded by an Authority or such other source for delivery of the same Training being undertaken as part of this Program? If yes, you are not eligible</p>
	<p>Those Participants seeking a Verification of Competency (or Determination of Competency) services under this Agreement are not eligible</p>
	<p>Have you completed the short course you are enrolling in under the CSQ General Construction Short Courses program before with this or any other RTO</p>
	<p>All relevant proof of identity must be attached to this document. Documentation recording the eligibility of Participants: (i) One (1) of the following: A. Full Birth Certificate or Birth Certificate Extract; B. Passport; C. Medicare card (green only); or D. Visa.</p> <p>(ii) One (1) of the following: A. Queensland Driver Licence; B. Telephone account; C. Bank statement; D. Statement from a real estate agent; or E. Any other formal documentation stating the Participant's full name and current residential address; and</p> <p>(iii) Evidence of employment status and occupation (e.g. letter from Employer) A. Evidence may include but is not limited to; The name of the employer, Job title, length of service with the Employer, your role and duties</p>

Funded courses and costings		Funded Amount	Fees and charges
RIICCM202D	Identify, locate and protect underground services	\$225.00	\$100.00
RIICOM301D	Communicate information (part of SI, S2, S3)	\$150.00	\$100.00
RIIHAN301D	Operate elevating work platform	\$300.00	\$100.00 for RPL \$400.00 for full course
RIIMPO317E	Conduct roller operations (this course is subject to machine hire)	\$750.00	\$100.00 + hire
RIIMPO318E	Conduct civil construction skid steer loader operations	\$750.00	\$100.00
RIIMPO319D	Conduct backhoe/loader operations (this course is subject to machine hire)	\$750.00	\$100.00
RIIMPO320E	conduct civil construction excavator operations	\$750.00	\$100.00
RIIMPO321E	Conduct civil construction wheeled front end loader operations	\$750.00	\$100.00
RIIMPO323D	Conduct civil construction dozer operations (this course is subject to machine hire)	\$750.00	\$100.00
RIIMPO324E	Conduct civil construction grader operations (this course is subject to machine hire)	\$750.00	\$100.00
RIIMPO325D	Conduct civil construction scraper operations (this course is subject to machine hire)	\$750.00	\$100.00
RIIRIS301D	Apply risk management processes (part of SI, S2, S3)	\$240.00	\$100.00
RIIWHS202D	Enter and work in confined spaces	\$300.00	\$100.00
RIIWHS204D	Work safely at heights	\$225.00	\$100.00
RIIWMG203D	Drain and dewater civil construction site	\$135.00	\$100.00