

Vocational Education and Training (VET)

STUDENT AGREEMENT

This Agreement sets out your obligations as an enrolled student to Avondale University (Avondale) and Avondale's obligations to you while you are undertaking your studies. By accepting this agreement you are acknowledging that you have read and you understand it. Please also refer to Avondale's student policies and procedures published on the website ([Avondale Policies » About Us » Avondale](#)) under VET Student Policies.

As a student enrolled into an Avondale course, I understand that:

- I need to answer all required questions in the application form and supply any required supporting documentation to ensure that my application can be assessed and processed;
- The provision of incorrect information or the withholding of relevant information relating to my application and/or academic transcripts may result in the withdrawal of an offer of a place in my chosen course;
- I may be asked to undertake a language, literacy and numeracy test to enable Avondale to provide the necessary support I may need while I complete my studies and to ensure that I am enrolling into the right level of studies for me to be successful in completing my course.
- I acknowledge that Avondale reserves the right to seek from other bodies verification of any qualification/s, certificates, or other documents that are submitted as supporting documents;
- I have read and understood the fees and financial policies as per the website (www.avondale.edu.au/policies/). I am over the age of 18 and understand that I am fully responsible for my education tuition fees and living expenses while studying at Avondale.
- It is my responsibility, where applicable, to check myHELPbalance which identifies my available borrowing balance under the combined Higher Education Loan Program (HELP) which includes VET Student Loans.
- Avondale is collecting the information in this application for the purpose of determining my eligibility for entry into my chosen course of study.
- I will receive official Academic and Financial information from Avondale electronically by email including letters, Commonwealth Assistance Notices and invoices and agree to access the correspondence on the email address I have provided in this application
- I agree to keep my personal contact details current.
- Avondale may disclose my personal information (including information about my enrolment) to Australian Government agencies, including Services Australia, where this is required or authorised by Australian law. Personal information disclosed to Services Australia is protected by law, including the Privacy Act 1988.
- I am required to notify Services Australia of any change in circumstances that may affect any payments I receive from them.

- I must complete your course before the expiry date outlined in Avondale's confirmation of my enrolment (**Maximum Duration**). Subject to the Australian Consumer Law, if I do not complete the course within the Maximum Duration, my enrolment will expire, and I will not be entitled to any refund or partial refund of Course Fees.
- If I require additional time to complete the course/units additional costs may be incurred;
- Avondale is a faith-based education provider and I acknowledge the Christian values and standards promoted by the Seventh-day Adventist Church.
- All Avondale campuses are drug and alcohol free. The use of substances including, illicit drugs, alcohol and tobacco is prohibited on any Avondale campus.
- As a student studying at Avondale, I agree to uphold the ideals, standards, and principles set out in the Values and Expectations as on the Avondale website (www.avondale.edu.au/campus-life/values-and-expectations/);

The following is for Stage 6 Learners:

In addition to the items above as a student undertaking studies through Avondale as part of my year 11 and year 12 learning, I understand that:

- If I am participating under the VET in Schools arrangement my primary contact is my VET School coordinator for the school.
- Parents/Guardian of minors – As the applicant is under the age of 18, as a parent/guardian of the application I have read and understood the fees and financial policies as per the website (www.avondale.edu.au/policies/) and understand that I, as the parent/guardian am fully responsible for the education tuition fees and any living expenses incurred while studying at Avondale

As a student enrolled into an Avondale course, I consent to the following:

- I consent to the release of personal data to the Department of Education, Skills & Employment, the National Centre for Vocational Education Research, Services Australia, the Australian Taxation Office, the Department of Home Affairs, Universities Australia and any relevant professional regulatory authority (e.g. AHPRA) to meet statutory requirements only.
- I consent to the collection, use and disclosure of my personal information in accordance with the Privacy Notice below, and Avondale's Privacy Policy.
- I consent to receiving information electronically and agree to access the correspondence within my Avondale email account on a regular basis; and keep my personal details current.

DECLARATION AND ACCEPTANCE OF STUDENT AGREEMENT

- I declare that to the best of my knowledge the information supplied herein is correct and complete.
- I agree to inform myself of, and abide by the [policies and rules](#) of Avondale as far as they may apply to me, and acknowledge they can be viewed on the Avondale website.
- I acknowledge that the submission of incorrect or incomplete information may result in the cancellation of my enrolment at any stage, and that this action may be recorded on my student file.
- I accept responsibility for this enrolment, including the course and units in which I have enrolled, for the associated fee liabilities, and for ensuring that I am enrolled according to the requirements of the award towards which I am proceeding.
- I am aware that as a VET Domestic student I need to read and inform myself of the [Up-front Payments Tuition Protection Privacy Notice](#) found on the Avondale website.
- As per Avondale's [Privacy Policy](#), I acknowledge that my personal information (including the personal information contained on this enrolment form), may be used or disclosed by Avondale University for statistical, administrative, regulatory and research purposes.
- I understand that by acknowledging that I have read the student agreement /terms and conditions that I agree to abide with what is stated within this document.