



A Division of Coffs Harbour Christian Community School Limited
RTO Code: 91502 ABN 37002510456



Enrolment Application Form



30771QLD Certificate III in Christian Ministry and Theology
30772QLD Certificate IV in Christian Ministry and Theology
30773QLD Diploma of Christian Ministry and Theology
CHC51708 Diploma of Counselling

North Coast Ministry Training College
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Course Enrolment Options

North Coast Ministry Training College courses allow students to have a number of flexible enrolment options to choose from, depending upon their desires and needs.

Accredited (formal) courses are qualifications such as Certificate III, Certificate IV and Diploma which are accredited by the Vocational Education and Training (VET) sector in Australia. Enrolments for accredited courses can be on the following basis –

- **'Full Qualification'** enrolment – these students will be enrolling as a full-time student and will be seeking training and assessment to gain fully accredited qualifications. Successful completion of the course will result in the issuing of a Certificate III, Certificate IV or Diploma qualification, as appropriate.
- **'Statement of Attainment only'** enrolment basis – these students will be enrolling for certain units/subjects *within* a formal qualification. Successful completion of a unit/subject will result in the issuing of a Statement of Attainment for the unit/s of competence covered in the course.
- **'Interest Only'** enrolment basis – these students will be enrolling as a student who wishes to participate in the training and learning aspects of a unit/subject or course, but does not wish to undergo any assessment or examination. A certificate of attendance is issued to those students who attend a majority of the classes.

Enrolment Option 1: I am applying to enrol in a 'Full Qualification' course *(please tick)*

Certificate III in Christian Ministry and Theology (30771QLD) (6 months)

Certificate IV in Christian Ministry and Theology (30772QLD) (12 months)

Diploma of Christian Ministry and Theology (30773QLD) (2 years)

Diploma of Counselling (CHC51708) (2 years)

Enrolment Option 2: I am applying to enrol in a Unit/s on a **'Statement of Attainment only'** basis *(please state which unit/s of competence you are applying to enrol for below)*

Enrolment Option 3: I am applying to enrol in a Course or Unit on a **'Interest Only'** basis *(please state Course or Unit name below)*

Note to all potential and actual students: information about training, assessment and support services for students, along with students' rights and obligations are freely available in our Student Handbook which is available for download at www.ministrytraining.com.au/pdfs/stdnthbk.pdf .

To be completed by Applicant: (please print clearly)

Personal Details

1) Enter your full name

Family Name (Surname) _____

Given Names _____

2) Enter your birth date

Day/Month/Year ___ / ___ / ___

3) Sex (Tick ONE box only)

Male M

Female F

4) In which suburb, locality or town is the address of your usual residence?

Suburb, locality or town _____

Postcode _____

5) What is your postal address?

Building/Property name _____

Flat/Unit number Street number _____

Street name _____

PO box or Roadside Delivery Box _____

Suburb, locality or town _____

State/Territory _____

Postcode _____

Language and Cultural Diversity

6) In which country were you born?

Australia 1101

Other - please specify _____

7) Do you speak a language other than English at home?

(If more than one language, indicate the one that is spoken most often.)

No, English only 1201 **English only - Go to Question 9**

Yes, other - Please specify _____

8) How well do you speak English?

Very well _____ 1

Well _____ 2

Not well _____ 3

Not at all _____ 4

9) Are you of Aboriginal or Torres Strait Islander origin?

(For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes.)

No _____

Yes, Aboriginal _____

Yes, Torres Strait Islander _____

Disability

10) Do you consider yourself to have a disability, impairment or long-term condition?

Yes Y

No N **No - Go to Question 12**

11) If YES, then please indicate the areas of disability, impairment or long-term condition:

(You may indicate more than one area.)

Hearing/Deaf _____ 11

Physical _____ 12

Intellectual _____ 13

Learning _____ 14

Mental Illness _____ 15

Acquired Brain Impairment _____ 16

Vision _____ 17

Medical Condition _____ 18

Other _____ 19

Please give details on how we can help:

Schooling

12) What is your highest COMPLETED school level? (Tick ONE box only.)

Year 12 or equivalent _____ 12

Year 11 or equivalent _____ 11

Year 10 or equivalent _____ 10

Year 9 or equivalent _____ 09

Year 8 or below _____ 08

Never attended school _____ 02 **Never attended school – Go to Question 14**

13) In which YEAR did you complete that school level? _____

14) Are you still attending secondary school?

Yes Y

No N

Previous Qualifications Achieved

15) Have you SUCCESSFULLY completed any of the following qualifications?

Yes Y

No N **No - Go to Question 17**

16) If YES, then tick ANY applicable boxes.

Bachelor Degree or Higher Degree _____ 008

Advanced Diploma or Associate Degree _____ 410

Diploma (or Associate Diploma) _____ 420

Certificate IV (or Advanced Certificate/Technician) 511

Certificate III (or Trade Certificate) _____ 514

Certificate II _____ 521

Certificate I _____ 524

Certificates other than the above _____ 990

Employment

17) Of the following categories, which BEST describes your current employment status?
(Tick ONE box only.)

- Full-time employee _____ 01
- Part-time employee _____ 02
- Self employed - not employing _____ 03
- Employer _____ 04
- Employed - unpaid worker in a family business _____ 05
- Unemployed - seeking full-time work _____ 06
- Unemployed - seeking part-time work _____ 07
- Not employed - not seeking employment _____ 08

Study Reason

18) Of the following categories, which BEST describes your main reason for undertaking this course/traineeship/apprenticeship?
(Tick ONE box only.)

- To get a job _____ 01
- To develop my existing business _____ 02
- To start my own business _____ 03
- To try for a different career _____ 04
- To get a better job or promotion _____ 05
- It was a requirement of my job _____ 06
- I wanted extra skills for my job _____ 07
- To get into another course of study _____ 08
- For personal interest or self-development _____ 12
- Other reasons _____ 11

Conditions of enrolment:

Enrolment in North Coast Ministry Training College (NCMTC) is subject to the following terms and conditions:

- The applicant agrees to share fully in the life and program of the College.
- Fees will be paid as they fall due.
- Students will give at least one (1) terms notice of withdrawal or be liable for full fees for the following semester.
- The applicant accepts full responsibility for any outcome that arise from participating in the program of NCMTC.
- The applicant absolves Coffs Harbour Christian Community School Limited and the staff of North Coast Ministry Training College from any liability that may arise from any activities undertaken, or associated with the Ministry Training College Programs.
- The applicant will provide for copying their original Birth Certificate (or Extract) or their International Passport. NCMTC will take a copy of either of these documents to ensure the correct name is used for both enrolment and for the issuing of certificates.

I hereby apply to enrol in the NCMTC course for 2012 and I accept the conditions and will not hold the College responsible for any outcome of enrolment in the NCMTC program.

Signed: _____ Dated: _____

(Applicant's Signature required)

Fee Payment Schedule:

Christian Ministry and Theology courses

The following fee prices are for the Full Qualification courses only. Anyone wishing to enrol in Unit/s on a "Statement of Attainment only" or "Interest Only" basis should contact the college for a price on application.

Enrolment deposit: \$500 non refundable. To be paid upon official College offer of an enrolment position. This enrolment deposit will be deducted from fourth term fee charges.

Certificate III in Christian Ministry and Theology Students:

Fees for 2012 are set at **\$1,900.00**. This includes Course Tuition fees and the costs of a compulsory mission trip to Bali in Term 3.

Certificate IV in Christian Ministry and Theology Students:

Fees for 2012 are set at **\$4,700.00**. This **includes** Course Tuition fees and the costs of a compulsory mission trip to Bali in Term 3.

The Certificate IV in Christian Ministry and Theology students will also have a second compulsory experience at the end of Term 4, details to be advised.

Diploma of Christian Ministry Theology Students:

Fees for 2012 Tuition are set at **\$2,700.00**. This does NOT include any allowance for the start of Term 3 six-week Mission placement.

Diploma of Counselling course

Fees for 2012 are set at **\$ 300 per term** (4 terms per year over 2 years) paid at the beginning of each term (includes student workbooks but does not include Textbook).

Contact Details:

North Coast Ministry Training College

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Phone: 02 6653 5136
02 6653 4000
Fax: 02 6653 5137
Email: admin@ministrytraining.com.au
Web: www.ministrytraining.com.au

Payment Options: Various payment plans are available to students. Please speak to our NCMTC Finance Officer regarding these options.

