

EVET Funded Program Expression of Interest 2025

- This form may be used or amended by schools to assist in collecting information to enter student EOIs (Expressions of Interest) on the External Delivered VET Portal (EVET Portal). It is also to be used for obtaining parent/carer consent.
- **Where a school amends this form the sections marked with an asterisk * must be retained.**
- This form is for school use only, **it should not be sent to EVET approved providers.**
- **Schools are to retain signed EOIs with the student's school records.**



Personal Details*

First Name <input type="text"/>	Last Name <input type="text"/>
Date of Birth (DD/MM/YEAR) <input type="text"/>	Student School Year in 2025 ⓘ <input type="text"/>
NESA Student Number ¹ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	School Identification Number ² (ERN number for Department of Education Schools) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Unique Student Identifier (USI) ³ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	

Course Preferences³

Pref Rank	EVET Course ID ⓘ	Course Name	Delivery Pattern [^]	Provider	Location
1	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>				
2	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>				
3	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>				

[^] Delivery pattern examples: 2U x 1yr, 2U x 2y, 4U x 1yr etc

Student Declaration - tick all that apply

- The course/s listed above reflect my school-to-work planning.
- I am aware of all requirements for the course/s listed above.
- I understand that attendance and participation in all learning activities associated with EVET courses is mandatory. These activities could include virtual classroom sessions, workshops held in school holiday periods and work placements.
- I understand that this form does not guarantee a place in the course.

Student name

Student Signature

Date

Parent/Carer Declaration^{4 *}

- I give permission for the school/school sector to provide only that personal information held by the school/school sector to the Registered Training Organisation (RTO) offering the course, that is essential to allow my child to be enrolled in any variation of the courses named above or enrolled in any course that NESA endorses to replace an above-mentioned course and to support their wellbeing and protect the health and safety of others. Where a course is held on a school site (other than the home school), the RTO can share information to coordinate emergency incidents. Personal information held by the school/school sector will be provided to the RTO in accordance with the Privacy Notice attached and the relevant school/school sector's privacy policy
- I give permission for my child, where they are under the age of 18 to provide any personal information that is required to create or verify the Unique Student Identifier, complete their enrolment in accordance with the RTO's enrolment processes and update their personal information directly with the RTO delivering the course.
- I understand that RTOs (Registered Training Organisations) may provide students with access to the internet and an email account to facilitate their learning. If I **DO NOT** want my child to have access to the RTO's internet or email facilities, I will notify the RTO in writing.
- I understand that I may need to arrange travel to and from work placement locations.
- I understand that this form does not guarantee a place in the course/s.

Parent/Carer Name

Parent/Carer Signature

Date

Declaration to be completed by a student without a parent/carers⁵

- I give permission for the school/school sector to provide only that personal information held by the school/school sector to the Registered Training Organisation (RTO) offering the course that is essential to allow me to be enrolled to support my wellbeing and to protect the health and safety of others. Personal information held by the school/school sector will be provided to the RTO, in accordance with the Privacy Notice attached and the relevant school/school sector's privacy policy.
- I understand that I may need to arrange travel to and from the location where the course is delivered, that this could include attendance at mandatory workshops which could be held in term time or during school holidays.
- I understand that I may need to arrange travel to and from work placements and workshops.
- I understand that this form does not guarantee a place in the course/s.

Student Name

Student Signature

Date

School Use Only

- This Expression of Interest has been entered into the External Delivered VET Portal and filed with the student's school record:

Staff Name

Signature

Date

- 1 Students currently in Years 8 and 9 do not need to supply a NESA student number during EOI time, this must be entered into the EVET Portal no later than 4 weeks after commencing an EVET Funded Program course.
- 2 Department of Education schools must use the student's ERN number. The provision of the student identification number for non-government schools is optional. USI is optional.
- 3 Whilst USI is optional on the EOI form, every student enrolling in an EVET course will need to have a USI.
- 4 All boxes must be ticked, and the declaration signed before the offer can be accepted on the EVET Portal.
- 5 Schools will need to verify on the EVET Portal that if the student does not have a parent/carers, the student has the capacity to understand what they are consenting to and the consequences of that consent.

PRIVACY NOTICE*

Information supplied to and collected by Registered Training Organisations (RTO) offering courses under the Externally Delivered VET (Vocational Education and Training) program is for the purpose of enrolling the student in a course that contributes to the student's RoSA (Record of School Achievement) or HSC and may be used to create or verify a student's Unique Student Identifier (USI).

Where a student has a Health Care Plan this information is provided to the RTO to support the student's well-being and protect the health and safety of other students and staff.

Where a student requires additional support to participate in the course, information supplied to the RTO is used to make reasonable adjustments to the delivery and assessment of the course, allowing the student to engage more effectively in the learning.

Where a student has a history of violence, information supplied to the RTO is used to undertake a risk assessment to mitigate risks to the student themselves, other students, and staff.

Collecting, storing, using, and disclosing student personal information by the RTO must be done in accordance with this statement, the RTO's own Privacy Statement and applicable privacy legislation. RTOs must supply students with a copy of their own privacy notice at enrolment. The Privacy Statement should advise the following:

(i) The RTO is required to supply information about the student's enrolment to the NSW Education Standards Authority (NESA) and the relevant school or school sector authority

(ii) Under the Commonwealth's Data Provision Requirements 2012, the RTO is required to collect personal information about the student and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

(iii) Student enrolment information collected and held by RTOs may be disclosed to Commonwealth, State or Territory Government departments, authorised agencies and NCVER for statistical, administrative, regulatory and research purposes.

(iv) NCVER may use or disclose student enrolment information obtained from RTOs for the following purposes"

- (a) populating authenticated VET transcripts
- (b) facilitating statistics and research relating to education including surveys and data linkage
- (c) pre-populating RTO student enrolment forms
- (d) understanding how the VET market operates, for policy, workforce, planning and consumer information
- (e) administering VET, including program administration, regulation, monitoring, and evaluation.

NCVER will collect, hold, use and disclose the student's personal information in accordance with the Privacy Act 1988 (Commonwealth), the National VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at www.ncver.edu.au).

For more information about NCVER's Privacy Policy go to <https://www.ncver.edu.au/privacy>

Failure to supply the information required will result in the student not being able to enrol in the intended course and may affect the student's eligibility for the HSC.