



Please complete this form and email it to admissions@newerainstitute.edu.au

STUDENT DETAILS

Title: Mr Miss Ms Mrs

Family Name:
.....

Given Name(s)/ Your legal name:
.....

Date of Birth: / / (DD/MM/YYYY)

Gender: Male Female

Are you a citizen or permanent resident of Australia?

Yes No

*If Yes, please provide evidence of citizenship or residency.
(eg. a birth certificate, passport or citizenship certificate) in
the attachment section

CONTACT DETAILS

Home number:

Mobile Number:

Email:

(make sure that is your correct email for further
communication with New Era Institute)

HOME ADDRESS

Unit No: Street No:

Street Name:

Suburb: State:

Postcode:

POSTAL ADDRESS

Leave blank if same as Home Address

Unit No: Street No:

Street Name:

Suburb: State:

Postcode:

EMERGENCY CONTACT DETAILS

Name:Relationship:.....

Mobile Number:

HOW WOULD YOU PREFER TO PAY YOUR FEES?

Upfront Instalments Per Unit (pay as you go)

Method of Payment

Pay online by PayPal/Credit card (A processing fee applies)

Electronic Fund Transfer(Preferred)

Bank or Money Orders: Please make payable to,
New Era Institute Pty Ltd.

NEI staff will contact you to proceed with your payment after
accepting your enrolment form.

Unique Student Identifier (USI)

IMPORTANT: To receive your Qualification or Statement of
Attainment on successful completion of your course you will
need to hold a valid USI.

Option 1 (Already have USI)

I already have a USI and I give New Era Institute permission
to verify my USI.

My USI # is.....

Option 2 (Creating own USI)

I do not hold a USI. I will create my own USI account and
provide my USI to NEI along with permission to verify my USI
prior to my course completion. *To create your own USI visit:*
<http://www.usi.gov.au/Pages/default.aspx>

**Option 3 (NEI to create USI on your behalf) –
(Charges apply)**

NEI staff will contact you to collect number of documents of
personal identification e.g. Driver’s License (Australian),
Australian Passport (Current), Medicare Card etc..



DOMESTIC STUDENT – ENROLMENT FORM

REQUESTED COURSE AND DURATION

- CHC30113 Certificate III in Early Childhood Education and Care
- CHC50113 Diploma of Early Childhood Education and Care
- BSB42015 Certificate IV in Leadership and Management
- BSB51915 Diploma of Leadership and Management

RPL & CREDIT TRANSFER

Do you wish to apply for RPL? Yes No **OR**
Credit Transfer Yes No

If YES, please request the RPL / Credit transfer Application Form via email admissions@newerainstitute.edu.au or contact us on +61 289 646 457.

More information can be found on the website www.newerainstitute.edu.au Please refer to student handbook, fees and charges and NEI Policies & Procedures for more details.

COURSE MATERIALS

- I understand that I must complete my Assessment Workbooks in an electronic format
- I would like to purchase a hard copy of the course materials to assist me with my studies including the textbook. (additional fees apply & Student collects the course materials in person at the campus)
- Please post hard copies and add to the postage charges to my course fee.

HOW DID YOU HEAR ABOUT US?

- Web search Friend / relative recommendation
- Agent
- Other

DECLARATION

I understand that information on this form is collected for enrolment and administrative purposes. Information provided may be made available to Australian Government agencies and is otherwise held in accordance with the Privacy Amendment (Enhancing Privacy

Protection) Act 2012. The applicable law for this agreement shall be the law of New South Wales, Australia. I have read and understood the Conditions of Enrolment as stated on the New Era Institute website: www.newerainstitute.edu.au

CONFIDENTIALITY

The Australian Vocational Education and Training Management Information Statistical Standard (AVETMISS) is a nationally consistent standard for the collection, analysis and reporting of vocational education and training information throughout Australia.

The national data collection agency is National Centre for Vocational Education Research (NCVER). AVETMISS reporting to NCVER is required from all training organisations. Under national statistical reporting protocol, NCVER will not release any information that identifies or could be used to identify individual clients, or training organisations.

AGREEMENT

- I have read and understood the Conditions of Enrolment of the Institution as specified on the website.
- I have provided copy of my proof of Identity.
- I understand if I don't have a USI, New Era Institute will apply on my behalf. (Charges apply - \$25)

PLEASE FORWARD COMPLETED ENROLMENT FORM TO:

New Era Institute - Student Services

Email: admissions@newerainstitute.edu.au

Tel: +61 2 89 646 457

Address: Suite 1, Level 2, 14 Railway Parade, Burwood, NSW 2134

Student Signature:

Date: / / (DD/MM/YYYY)

Print Student Full Name:

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