

Pre-training Review Evaluation

Your answers to these pre-training questions will assist us to enrol you in the most appropriate course best suited to your needs.



AUSTRALIAN INSTITUTE
OF LEADERSHIP AND SAFETY

Instructions for Students

1. Complete Section A and B.
2. Bring completed document to your nominated enrolment session.

Section A – Student Information and Course Details

Student ID		Surname	
Preferred contact number		Given Name	
Into which course are you proposing to enrol?			
Course Code		Course Title	

Section B – Pre-Training Review Questions

Have you completed your Language, Literacy and Numeracy assessment (BKSBLive)?				<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
I learn best through <i>(you may tick more than one):</i>	<input type="checkbox"/>	Participating in regular face to face classes	<input type="checkbox"/>	Working and talking with other students			
	<input type="checkbox"/>	Online self-directed tasks/activities	<input type="checkbox"/>	Flexible on campus classes			
	<input type="checkbox"/>	Continuous communication with my teacher	<input type="checkbox"/>	Handouts, reading books, educational web sites			
	<input type="checkbox"/>	Hands-on tasks	<input type="checkbox"/>	On the job/workplace			
What is/are the main reason/s for choosing this course? <i>(you may tick more than one):</i>	<input type="checkbox"/>	Gain and develop my knowledge and/or study skills	<input type="checkbox"/>	Develop my skills for better job outcomes and/or change of career			
	<input type="checkbox"/>	Develop my skills for my current job	<input type="checkbox"/>	To gain employment			
	<input type="checkbox"/>	Pathway into further study	<input type="checkbox"/>	Other			

What do you know about the above course/industry?

Briefly outline any activities you undertake or achievements gained (eg: volunteering, sporting, citizenship awards etc).

What do you hope to achieve from gaining this qualification?

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Instructions for Course Specialist

1. Review and discuss with the student Sections A and B.
2. Complete Section C.
3. Return this document to the student so that the student can proceed with their enrolment.

Section C – Course Specialist Evaluation

Student ID		Student Name							
Comments from discussion									
Outcome									
Enrolment to proceed into proposed course				<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Alternative Course
Alternative Course Details (if applicable)									
Course Code		Course Title							

Declaration

By signing this document both parties agree with the outcome of the conversation as noted above.

Course Specialist Name		Course Specialist Signature		Date	
Student Name		Student Signature		Date	

Instructions for Enrolment Team/StudentHQ

1. Enrol the student as per the Course outlined in Section A or Section C.
2. Ensure this completed Pre-training Supplementary Questions is scanned and uploaded to the Student's file in the Student Management System.

Section D – Enrolment Officer Completion in PowerPro Management System

Office Use Only	Enrolment Officer Initial		Date Documents Scanned	
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