

Dear Student Name: _____

In order to make an informed decision about your course, please see below the relevant information. Should you have any further questions, please contact one of our training advisors.

Qualification Code & Title	RII30820 Certificate III in Civil Construction Plant Operations Civil Short Course <input type="checkbox"/> RIIMPO318F – Conduct civil construction skid steer loader operations <input type="checkbox"/> RIIMPO320F – Conduct civil construction excavator operations <input type="checkbox"/> RIIMPO321F – Conduct civil construction front end loader operations
Qualification Status	<input type="checkbox"/> Current <input type="checkbox"/> Superseded Release No: 3 Release Date: 23/03/2022
RTO	Tracmin Pty Ltd trading as Tracmin. TOID: 51895
Entry Requirements	There are no formal entry requirements however student must be 16 years 9 months at the time of enrolment.
Delivery Locations <i>Tick ONE option & Write Location if Other</i>	<input type="checkbox"/> Kenwick <input type="checkbox"/> Mandurah <input type="checkbox"/> Morley
Practical Placement	There are no practical placement requirements for this qualification
Course Fees	You MUST tick the applicable option to you. <input type="checkbox"/> Private – Full Fee Paying \$595.00 per unit <input type="checkbox"/> Private – Full Fee Paying \$1100.00 for TWO (2) units <input type="checkbox"/> Private – Full Fee Paying \$1600.00 for THREE (3) units (Includes a non-refundable deposit of \$400.00)
Course Fees Payable by <i>Tick ONE option</i>	<input type="checkbox"/> Student <input type="checkbox"/> Job Network/Other <input type="checkbox"/> Employer * <i>*(If ticked, please ensure Employer Declaration is signed.)</i>
Payment Terms	Terms of Payment: Payment to be made in full within 7 days of receiving invoice.
Student Non-Tuition Fees	Administration fees (\$0.00) Resource fees (\$0.00) Reprint of Cert/Award (\$50.00) Reassessment Fee per unit (\$25.00)
Other Information	Tracmin does not subcontract or use third party providers for the delivery, training, or assessment of this course. The student tuition fees are indicative only and are subject to change given individual circumstances at enrolment. Additional fees may apply such as Student service and resource fees. For detailed information on course fees and how they are handled (e.g., refunds, payment options and cooling off periods), please see P-033.4 Fees Charges and Refunds Policy and Procedure which can be accessed via the RTO Website.

Student Name:		Date:	
Signature:			

Employer Declaration

This declaration is to be filled out if the employer is paying the Course Fees on behalf of the student.

- I understand my fee obligations as per the P-033.4 Fees Charges and Refunds Policy & Procedure on the RTO website.
- I understand that if the employment status of the student changes I must notify the RTO.

For Employers of Trainees and Apprentices

- I confirm I have read and understood the D-005.4 Employer Information Guide.

Employer Name:		Employer Position:	
Signature:		Date:	