

# Short Course Registration



|                     |                                                                                |                                                                                                                       |  |
|---------------------|--------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|--|
| First name          |                                                                                | Last name                                                                                                             |  |
| Date of Birth       |                                                                                | Nationality                                                                                                           |  |
| Residential Address |                                                                                |                                                                                                                       |  |
| Mobile number       |                                                                                | Email Address                                                                                                         |  |
| Visa Subclass       | <input type="radio"/> Student Visa (Subclass 500) <input type="radio"/> Other: |                                                                                                                       |  |
| USI                 |                                                                                | *Participants must have a valid Unique Student Identifier (USI) to enrol and complete nationally recognised training. |  |

Please note: For HLTAID011 Provide First Aid, the nominated start date refers to the date participants receive access to the online learning materials. Participants are required to complete the theoretical component online and attend a practical session within 4 weeks of completing the theoretical component.

| Short Course Name | Start date (any Monday) |
|-------------------|-------------------------|
|                   |                         |
|                   |                         |
|                   |                         |

## Short Course Enrolment Terms and Conditions

1. The single-unit fee is fully refundable where written withdrawal is sent to [admin@mercurycolleges.edu.au](mailto:admin@mercurycolleges.edu.au) at least 7 days before the scheduled course start date. Withdrawals received less than 7 days before the scheduled start date are non-refundable. However, in cases of extenuating circumstances, the enrolment may be transferred to a future date at the discretion of management and subject to approval.
2. **USI Requirement:** Participants must hold a valid Unique Student Identifier (USI).
3. **LLND:** Participants must meet LLND (Language, Literacy, Numeracy and Digital) requirements. Where appropriate, the College may provide additional support.
4. **Student Visa Holders:** This short course is not suitable as a primary course of study for student visa holders. Students are responsible for ensuring their enrolment complies with their visa conditions.
5. **Completion and Certification:** All required learning and assessment components must be completed successfully to be assessed as Competent and issued a Statement of Attainment for the completed unit. All short courses are nationally recognised units of competency delivered under the Australian Qualifications Framework (AQF).
6. **Delivery and Resources:** Units may be delivered online, face-to-face, or a combination of both, depending on unit requirements. Online delivery may include self-paced learning, Moodle assessments and practical video submissions. Where face-to-face practical training or assessment is mandatory, students must attend the scheduled session. Students undertaking online learning require a laptop or desktop computer and internet access. Online learning access will be provided from the scheduled start date for four weeks and all unit requirements must be completed within this period. Students should refer to the College's website for specific unit delivery and assessment requirements. Academic support is provided upon request within the scheduled duration. Please contact [sso@mercurycolleges.edu.au](mailto:sso@mercurycolleges.edu.au) for bookings.

|                  |  |           |  |      |  |
|------------------|--|-----------|--|------|--|
| Participant Name |  | Signature |  | Date |  |
|------------------|--|-----------|--|------|--|