

CHC41702 CERTIFICATE IV IN ALCOHOL AND OTHER DRUGS WORK

Student number (if known)

Express Class: Location Voucher code

Distance

1. Personal details

Family name*

Given name/s*

(*The name recorded above will appear on results/awards issued)

Preferred name

Title Mr Mrs Ms Miss Pastor Other

Gender Male Female

Date of birth / /

2. Contact details

Street Address

Postal address

(please state 'as above' if same)

Home Phone Work Phone

Mobile E-mail

3. Parent/Guardian details*

*If you are younger than eighteen (18) years of age and in the care and control of a parent or guardian

Family name

Given name/s

Preferred name

Title Mr Mrs Ms Miss Pastor Other

Date of birth / /

Street Address

Postal address

(please state 'as above' if same)

Home Phone Work Phone

Mobile

4. Emergency contact

(please state 'as above' if same as parent/guardian)

Name

Relationship Home Phone

Work Phone Mobile

5. Place of birth

Were you born in Australia? Yes No If no, in which country were you born?

Are you of Aboriginal or Torres Strait Islander Origin? Yes No

6. Employer details

Organisation name

Address

Contact name

Phone E-mail

7. Employment details

Of the following categories, which best describes your current employment status?

<input type="checkbox"/> Full-time employee	<input type="checkbox"/> Employed – unpaid family worker
<input type="checkbox"/> Part-time employee	<input type="checkbox"/> Unemployed – seeking full-time work
<input type="checkbox"/> Self-employed – not employing others	<input type="checkbox"/> Unemployed – seeking part-time work
<input type="checkbox"/> Employer	<input type="checkbox"/> Not employed – not seeking employment

8. Schooling

Are you still at school? Yes No If yes, name of school

What is your highest completed school level? Year 12 Year 11 Year 10 Year 9 or lower

In which year did you complete that school level?

9. Language

Do you speak a language other than English at home? Yes No If yes, please state

How well do you speak English? Very Well Well Not Well Not at all

10. Qualifications achieved

Have you successfully completed any of the following:

<input type="checkbox"/> Certificate I	<input type="checkbox"/> Diploma or Associate Diploma
<input type="checkbox"/> Certificate II	<input type="checkbox"/> Advanced Diploma or Associate Degree
<input type="checkbox"/> Certificate III or Trade Certificate	<input type="checkbox"/> Bachelor or Higher Degree
<input type="checkbox"/> Certificate IV or Advanced Certificate	

11. Interest in course

Which of the following best describes your main reason for undertaking this course?

<input type="checkbox"/> To get a job	<input type="checkbox"/> For personal interest
<input type="checkbox"/> To get a better job or promotion	<input type="checkbox"/> For self development
<input type="checkbox"/> I wanted extra skills for my job	<input type="checkbox"/> To get into another course of study
<input type="checkbox"/> It was a requirement of my job	<input type="checkbox"/> To try a different career path
<input type="checkbox"/> Other – please specify <input type="text"/>	

12. Where did you hear about Teen Challenge's Certificate IV in Alcohol and Other Drugs Work?

<input type="checkbox"/> Church	<input type="checkbox"/> Friend
<input type="checkbox"/> Radio	<input type="checkbox"/> Conference
<input type="checkbox"/> Web search	<input type="checkbox"/> Other... <input type="text"/>

13. Working with children check / Police Check **Not essential for enrolment, however will need for vocational placement.*

Do you hold a current Police or Working with children check (Blue Card)?*

Yes – please attach a certified copy No – Need to organise yourself Applied

14. Disabilities

Do you consider yourself to have a disability, impairment or long-term condition? Yes No

If yes, please tick (☐) any applicable boxes:

- | | |
|---------------------------------------|---|
| <input type="checkbox"/> Hearing | <input type="checkbox"/> Mental illness |
| <input type="checkbox"/> Physical | <input type="checkbox"/> Learning |
| <input type="checkbox"/> Intellectual | <input type="checkbox"/> Vision |

Other – please specify

If available, would you like to receive advice on support services that may assist? Yes No

15. Identity verification

For privacy protection and to enable Teen Challenge Training to verify your identity via the phone, please provide a password:

Password

(up to 10 characters and/or numbers)

Password hint

(up to 20 characters)

16. References

Please supply the details of two (2) people who satisfy the following criteria: a) have known you for a minimum of 2 years; b) are not a relative; and c) have had an opportunity to assess your suitability for youth work training.

Name 1.

Relationship

Daytime contact no.

Name 2.

Relationship

Daytime contact no.

17. Privacy Declaration

Teen Challenge Training is collecting this enrolment information for general student administration as well as for planning, communication, research and evaluation activities undertaken by the organisation. Only authorised personnel of Teen Challenge have access to this information.

If you are under 18 years of age your personal information, progress and results may be disclosed to your parent/guardian. No further access to your enrolment information will be provided to any other organisation or persons without your consent or, unless authorised or required by law, in accordance with the Information Privacy Principles.

18. Student Declaration

(please tick ☐)

- I have read and understood the Teen Challenge Training Prospectus and Trainee Handbook, and agree to abide by the Code of Conduct and policies and procedures.
- I have enclosed a colour photo for my student ID card (or I have e-mailed it to student@teenchallengetraining.org.au)
- I have attached the computer document for entry requirements
- I confirm the accuracy of the information provided.
- I agree for my image and comments to be used in advertising by Teen Challenge Training.
- I understand that my personal information may be disclosed to a registering body official for audit purposes.
- I would like to receive information from Teen Challenge Qld on upcoming events, news updates, etc.

Student's signature Date

Parent/Guardian's signature Date

(if student under 18 years of age)

19. Credit transfer documentation attached? Yes Not applicable

20. Course fees

(please tick)

Course Fees (GST free)

(Full payment of subject fees must be made before or on first day in class)

Work with Clients who are intoxicated	\$119.00	<input type="checkbox"/>
Assess the needs of clients who have alcohol and/or other drug issues	\$119.00	<input type="checkbox"/>
Provide brief intervention	\$119.00	<input type="checkbox"/>
Maintain an effective work environment	\$119.00	<input type="checkbox"/>

TOTAL \$476.00

21. Payment

Cheque / Money Order (please make cheque or money order payable to 'Teen Challenge Training') Amount \$

Credit Card

Card Type Visa Mastercard Name on Card

Card Number

Expiry Date Amount \$

Direct Deposit

Bank: Commonwealth Account No.: 10232125

BSB: 064 118 Account Name: Teen Challenge Training

Deposit Date From Account Number

Deposit Amount \$ From Account Name

Reference used (i.e. last name and first name)

OFFICE USE ONLY

Received by Date



CHC41702 Certificate IV in Alcohol and Other Drugs Work

Entry Requirements

Must be submitted with enrolment form if you have not submitted them previously

You will need:

Sound understanding of English, literacy, numeracy and computer skills.

The way you show evidence of these is by creating a computer document that answers some questions. We assess the way you answer the questions in terms of your skills in the use of English, literacy and computer skills; rather than by the actual answers that you give.

Prepare a computer processed document that answers the following questions:

- a. Why would you like to complete a Certificate IV in Youth Work?
- b. What do you believe are your current strengths and weaknesses in relation to youth work?
- c. If a young person had \$100.00 and bought the following, how much money would he/she have left?

§	McDonalds	\$5.45
§	New shirt	\$29.95
§	Phone card	\$20.00
§	DVD	\$15.00