



# 2023 Application for Enrolment Form

Student Name: \_\_\_\_\_

School Name: \_\_\_\_\_ Current Year Level: \_\_\_\_\_

## COURSE SELECTION:

**Prerequisites:** For the Engineering and Automotive courses a minimum of a sound achievement result in English and Maths in Year 10 is desirable. For the Electro-technology Course a demonstrated efficiency in mathematics with a focus on algebraic processes and problem solving.

Tick which course you are applying for:

CERTIFICATE NAME	PLEASE TICK
Certificate II Engineering Pathways (MEM20413)	
Certificate II Automotive Vocational Preparation (AUR20716)	
Certificate II Electro-technology (Career Start) (JEE22011)	

**A CLEAR COLOUR COPY OF BOTH SIDES OF THE STUDENT'S BIRTH CERTIFICATE OR A CLEAR COLOUR COPY OF THEIR PASSPORT MUST BE SUBMITTED WITH THIS FORM TO THE MEC CO-ORDINATOR AT YOUR SCHOOL. THE APPLICANT'S USI\* (SEE INFORMATION BELOW) MUST ALSO BE WRITTEN ON THE FRONT PAGE OF THIS FORM. APPLICATION FORMS WITHOUT THESE MANDATORY ITEMS WILL NOT BE ACCEPTED BY THE MEC CO-ORDINATOR AT YOUR SCHOOL UNTIL THEY ARE PROVIDED WITH THIS FORM.**

STUDENT DETAILS (please use block letters)			
Legal Family Name:			
Legal Given Names:			
Preferred Family Name:			
Preferred Given Name:			
Date of Birth:		GENDER: (Please tick)	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other
MIS ID (School Email Address):		<b>USI*</b>	
Student's Home Phone No:		Student's Mobile no: No:	
Student's Personal Email:			
Student's Residential Address:			
Student's Postal Address: (if different from residential)			
CULTURE:	<input type="checkbox"/> No <input type="checkbox"/> Yes If yes please tick <input type="checkbox"/> Aboriginal <input type="checkbox"/> Torres Strait Islander <input type="checkbox"/> South Sea Islander		

**\*USI – please check with the school administration to see if a USI is recorded for the student. If the school has no USI recorded you will need to go online at <https://www.usi.gov.au/> and create a USI. Once you have created a USI write it in the box provided above. A USI is required by all Australian students enrolled in a VET course for certification purposes.**

PARENT/CAREGIVER DETAILS		
	PARENT/CAREGIVER 1	PARENT/CAREGIVER 2
FULL NAME:		
RELATIONSHIP TO STUDENT:		
HOME PHONE:		
MOBILE PHONE:		
ADDRESS: (if same as student write "as above")		
PLACE OF WORK:		
WORK PHONE:		
EMAIL ADDRESS:		
<p><b>Emergency contacts: (other than parents/guardians)</b></p> <p>Name: ..... Relationship to Student: .....</p> <p>Phone No. 1: ..... Phone No. 2: .....</p> <p>Name: ..... Relationship to Student: .....</p> <p>Phone No. 1: ..... Phone No. 2: .....</p>		

TRADE PREFERENCE number 1 -3	STUDENT TRADE/CAREER PREFERENCE
	In the boxes below, circle professions you are keen on or are interested in.
	<b>Fabrication:</b> Boilermaker/Welder, Production Welder, Aluminium Fabrication, Plastics Thermoforming Worker, Production Assembly Worker, Advanced Metal Fabricator, Polymer Technician, Powder Coater, Sheetmetal Worker, Production Welder (Light Fabrication), Pressure Welder, Machining Technician
	<b>Mechanical:</b> Mechanical Fitter, Fitter & Turner, Light Vehicle Mechanical Technician, Mobile Plant Technician, Maintenance Mechanic/Motor Mechanic, Forklift Technician, Aircraft/Workshop Maintenance Technician, Mechanical Engineer, Air-conditioning and Refrigeration Mechanic/Fitter, Heavy Commercial Vehicle Technician, Automotive Heavy Diesel Fuel Technician, Diesel Engine Technician (Diesel Fitter)
	<b>Electrical:</b> Electrical Fitter, Electrical/Electronic Assembly Worker, Automotive Electrical Component Installer, Automotive Electrician, Electrical Production Worker, Aviation Maintenance Worker (Avionics), Electrical Equipment Tradesperson – Electrical Machine Repair, Electrical Equipment Tradesperson, Electronic Equipment Tradesperson, Electronics and Communications Tradesperson, General Electrician, Electrical Instrumentation Tradesperson, Mobile Plant Technician, Electrician – Electrical Maintenance (Engineering)

**OTHER STUDENT INFORMATION** (students to complete in their own handwriting)

Do you have any skills or experience that would relate to a career in a trade?

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What aspects of the MEC appeal to you the most?

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**STUDENT & PARENT DECLARATION**

Submission of this application form does not constitute enrolment. Numbers are limited from each school. Submit your completed application to Head of Department – Industrial Technology and Design (Manual Arts) at your school as soon as possible. Please note school fees at your school must be paid and MEC fee paid. Successful applicants will be informed of acceptance.

*If accepted into the Mackay Engineering College program I will:*

- *Attend all sessions at the MEC and workplace placements as required*
- *Behave appropriately at the MEC and any work placement*
- *Complete all set task work to the best of my ability*
- *Maintain and improve my school results whilst enrolled at the MEC*

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I give permission for my son/daughter \_\_\_\_\_ (insert full name) to enrol at the Mackay Engineering College, expecting them to abide by their commitment.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Student & Parent/Caregiver Acknowledgement & Consent

I, ....., and my parent/caregiver, .....

have read and understood the following forms and policies which can be requested from the Mackay Engineering College and are available on the Mackay Engineering College website [www.mec.eq.edu.au](http://www.mec.eq.edu.au):

*Please note: there is no need to print, sign or return the forms listed below.*

- **Acceptable Use Policy – Computers and Internet**
- **Student Contract MEC**
- **Publication Permission Form**
- **High and/or Extreme Risk Permission Form**
- **Student Equipment Checklist**
- **VETiS Fact Sheet**
- **VET in Schools Summary**
- **Transport consent**

As a student of the MEC I agree to comply with all the requirements of the MEC program and the MEC Student Contract.

I understand that failure to abide by this agreement may place my continued enrolment at the Mackay Engineering College at risk.

**I have attached a colour copy of the applicant's birth certificate or passport and have written their USI in the space provided on the front page of this application form.**

Student Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Caregiver Name: \_\_\_\_\_

Parent/Caregiver Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Student Medical Information

DETAILS/ MEDICATION REQUIRED		
Heart Problems	Yes/No	.....
Respiratory problems	Yes/No	.....
Allergies	Yes/No	.....
Travel Sickness	Yes/No	.....
Blood Pressure	Yes/No	.....
Operations	Yes/No	.....
Epilepsy	Yes/No	.....
Recent Illness	Yes/No	.....
Injections and When (e.g. Tetanus)	Yes/No	.....
Drugs Required	Yes/No	.....
Drug Reactions (e.g. Penicillin Allergy)	Yes/No	.....
Phobias	Yes/No	.....
Other Problems	Yes/No	.....

**NOTE: ALL MEDICATION (INCLUDING HEADACHE TABLETS) MUST BE HANDED TO A SUPERVISING TEACHER OF THE MACKAY ENGINEERING COLLEGE.**

IF THE STUDENT HAS A MEDICAL ACTION PLAN, A COPY NEEDS TO BE PROVIDED WITH THIS FORM TO THE COLLEGE.

Please provide the details of any medication taken by the student and ensure their medication is clearly labelled with name, dosage and directions for administration

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 .....  
 .....

Please provide any other information/details relating to your son/daughter's medical condition/medication if applicable.

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 .....  
 .....

The MEC will have access to student records through OneSchool, are there any special personal circumstances/health issues of which the MEC needs to be especially aware?

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 .....

**(If you have an emergency health plan, please attach it to your application).**