

## Pre-Enrolment Questionnaire

Your Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

**The applicant is to complete this questionnaire in their own handwriting. The purpose is to ensure they are aware of the requirements for RPL before commencing the process.**

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### Tell me about your high school learning.

*When did you leave school? What subjects did you study? What did you enjoy? Have you been enrolled in any training since you left school? If yes, which courses?*

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### Have you worked/had a job / will you be able to easily get a job upon completion of your studies?

*Where? What was the job? Did you receive training on the job? Did you use a computer? (For what types of tasks?)*

*Did you have to read policies and procedures? Fill out forms?*

*Did you use a calculator, count stock and materials, or measure?*

*What job to do intend to do in future?*

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### What hand tools are you experienced in using?

- Carpentry hand tools,
- writing reports and safety PIN
- numeracy (calculations, times tables, 24-hour clock, length measurement, money and finance);
- Using two way hand-held mobile, asking for information, giving instructions, guiding crane.

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### What helps you to learn?

*For example, being with others,*

- *listening to others talk about a topic,*
- *being able to practise,*
- *quiet reading,*
- *having a mentor,*
- *seeing graphics and pictures, etc.*
- *Have you done any English subjects before*

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### Why do you want to enrol in [.....]? Why did you choose this Qualification?

*Convince me that it's the course for you. How do you know?*

*In other words persuade me that you would be an appropriate enrolment for this course*

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### Describe the overall way you will demonstrate competency. How will you show that it is YOUR work and not other mates work?

*Tell us about jobs done, evidence you can provide, what evidence is available, how recent, proving it is your evidence.*

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### What is the cost of this recognition of prior learning (RPL) process? How do you intend to pay for this?

## Pre-Enrolment Questionnaire

What is the cost of the Qualification that you are applying for.

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### What do you hope to achieve by completing this RPL?

Tell us about what has influenced your career path so far, what your professional interests are, how this course fits into your future career plans and where you plan to go from here..

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### What will you do if you are not competent in every unit that you have asked for?

Refer to another appropriate college, demonstrate the skill on the work site.

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### This RPL requires you to give us evidence of where you have completed each of the units. What will you do if you cannot get the right evidence?

Get referred to somewhere for gap training, spend more time on the site.

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Signature:

Date: