

CURRENT / MOST RECENT EMPLOYMENT

Please indicate your current or most recent employment situation including self-employment.

EMPLOYER	
JOB/ROLE	
REFEREE CONTACT DETAILS	

FORMAL QUALIFICATIONS

List any formal qualifications you may hold, these could include secondary school qualifications, TAFE and tertiary qualifications. *(Include certified copies of these qualifications with this application.)*

Name of Qualification	Name of Issuing Institute/Organisation	Address	Date of Issue

WORK HISTORY

List positions held, a brief description of the position and the length of time you held the position.

Organisation/ Company Name	Address	Title of Position	Job Description	Time held

PROFESSIONAL DEVELOPMENT

List any training or professional development you have undertaken relevant to the qualification / competencies to be assessed.

(Include certified copies of these qualifications with this application.)

Date	Organisation	Activities

DECLARATION BY APPLICANT

I certify that the information, statements and accompanying documents are true and complete. I agree to inquiries being made by Automotive Training Australia to verify the information provided.

Signature:

Date:

TRAINING AND ASSESSMENT SERVICES TO BE PROVIDED BY ATA

Following receipt of this application and initial payment, the candidate will be sent a guide to self-assessment to consider whether they believe they have already acquired competency in a number (or all) of the units required. It will also help to identify any skills gaps that will need to be addressed in consultation with the assessor.

The candidate will be contacted by ATA to arrange for the initial interview. This interview may be conducted in person or by telephone.

The initial interview will assist the candidate clarify the evidence requirements for the nominated qualification and provide initial advice about whether they have sufficient available evidence to submit. Alternative assessment approaches and/or skill development plans may be suggested at this stage.

Following the interview candidates will submit a 'portfolio' of evidence for assessment by ATA.

PAYMENT DETAILS

Initial assessment interview

\$150 plus GST **\$165**

Candidate will be invoiced for an assessment of their portfolio (or alternative assessment activities) following their initial interview.

Please indicate payment method

Mastercard

VISA

Cheque Enclosed

Card Number

Name:

Expiry Date:

Signature:

POSTAGE

This application should be forwarded to:

**Automotive Training Australia
Suite 21, 2 Enterprise Drive, Bundoora Victoria 3083**