

Enrolment in any All-Ways Training Services Pty Ltd (AWTS) course is subject to the following:

[Student Handbook](#)

[Admission Criteria](#)

[Enrolments Policy](#)

[Refunds Policy](#)

Students who do not hold Australian residency

If a student is not an Australian Citizen or Permanent Resident, we will need to confirm rights to study in Australia before we approve an enrolment. By completing this enrolment form and submitting a copy of your non-Australian passport, you provide consent for AWTS to carry out a Visa Entitlement Verification Online (VEVO) check.

Please note that it remains the responsibility of the student to comply with all VISA restrictions regarding the number of study days permitted while in Australia.

When your employer is paying for your course

If you are successful in achieving your qualification and you have provided permission for us to discuss your enrolment and learning with your employer, a copy of your certificate(s) will be emailed to the you and your employer upon issuance. If you would like to make an alternative arrangement, please contact us.

Conditions

In making a contract to enrol in a course at AWTS, you acknowledge and agree:

- The information you provide in your enrolment is complete and correct.
- You have reviewed the course information on the AWTS website or spoken with a member of the AWTS team to confirm that the course you are enrolling in meets your needs.
- This course involves tasks of a physical nature and you may be required to climb on platforms, stand for long periods of time, support a pushing or pulling force and lift, push and pull in accordance with Safe Work Australia Guidelines.
- To pay all fees required on or before the due date as notified in writing by AWTS or as per the invoice.
- AWTS reserves the right to accept or reject any application for enrolment at its discretion.
- Refunds are made in accordance with our Refund Policy and full refunds of amounts owed to you will be made within five business days following a decision being made.
- Enrolment fees are not transferable to another institution.
- If you are unable to achieve competency during your course and wish to attend re-assessment at a later date, additional fees will apply.
- AWTS reserves the right to fill any positions in courses which may have been vacated by a student enrolment cancellation.
- Upon successful completion of this course(s), my certificate(s) will be emailed to the address I have provided at enrolment and my qualification card will be sent to the postal address I have provided. I also understand that if my employer has paid for my course, an electronic copy of my certificate will be emailed to my employer unless I advise AWTS otherwise in writing.

Language, Literacy and Numeracy

You will be required to perform the following tasks during your course. If you have any concerns regarding your ability to complete these tasks, you must advise us prior to enrolling:

- Read and interpret work instructions
- Identify hazards, recognise causes and establish controls
- Complete risk assessments/permits
- Calculate pressures and read charts
- Comprehend, retain and apply knowledge
- Communicate clearly and efficiently in oral and written formats

Credit Transfer (CT)

If you are a previous student of AWTS and you hold existing units which are eligible for CT, we will complete this automatically for you, unless you advise us not to.

Where you are eligible to CT for units you obtained through another registered training organisation, we will ask you to complete a Credit Transfer Form.

Recognition of Prior Learning (RPL)

Due to the high risk nature of High Pressure Water Jetting (HPWJ) and the short duration (1-2 days) of our courses, RPL is not available for enrolments. The Australian Standards relating to HPWJ require that operators must refresh their skills or demonstrate competency at least every 2 years. In addition, the time taken to supply and assess the evidence necessary for RPL significantly outweighs the course duration, making RPL more expensive than the course fee for the student.

The only exception to this rule is where students wish to enrol in MSMWJ304 - Operate a high pressure water jetting system, but come to us holding one of the superseded HPWJ qualifications listed below:

- MSMWJ201 – Use high pressure water jetting equipment
- MSMSS00003 - Use high pressure water jetting equipment
- MSMSS00004 - Operate a high pressure water jetting system

In this instance we offer the opportunity to use our RPL process to obtain the prerequisite unit MSMWJ202 - Use high pressure water jetting equipment. Please contact us for further details.

Limit of Liability

- AWTS accept no liability for death, illness or injury or loss or damage to personal belongings during the course or in transit thereto.
- AWTS accept no responsibility for losses or additional expenses due to delay or changes in the services to be provided.
- We reserve the right to cancel any aspect of the course due to exceptional circumstances. In the event we deem it necessary to cancel a course we will provide a full refund, which the student acknowledges as full and final settlement.