

# Student's Academic Journey for Accredited Courses Enrolment to Completion process

#### 1. Pre-Enrolment Information:

Prior to enrolment, you will receive comprehensive pre-enrolment information. This includes course information, the student handbook and relevant admission/entry requirements.

## 2. Recognition of Prior Learning (RPL) Consultation:

As part of our commitment to recognising prior learning knowledge and experience you may have, our team will assist you in understanding the RPL and credit transfer process. Your existing qualifications and experience may contribute to credits in the program.

## 3. Enrolment Application Form Completion:

Once you are fully informed of the course and program details, please complete the online application form. Ensure accurate and complete information for a smooth application process, ensuring all fields are completed.

### 4. Enrolment Application Form Submission:

Once your online application form is submitted, together with any required documentation, the admissions team will review your application promptly.

### **5. Letter of Acceptance and Invoice:**

Upon successful application review (within 72 hours), you will receive an official Letter of Acceptance along with a Language, Literacy and Numeracy (LLN) Skills Indicator Questionnaire to complete and an invoice detailing the relevant course fees. You will also receive a Privacy Notice and a Student Declaration for sign off.

## 6. Payment of Invoice:

To secure your place in your relevant course pay the tuition payment as outlined in the invoice. Timely payment ensures your enrolment is confirmed.



#### 7. Online Live Orientation Session:

Engage in our one (1) hour online live orientation session with Blended Learning International's (BLI) CEO and Chancellor, as well as other key staff based in Australia. This session acquaints you with the course/program structure, online learning platform, and support services available to you. During this orientation you will meet your Trainer/Assessor.

## 8. Training Plan Completion and Sign-off:

Work closely with our academic advisors to develop a personalised training plan. Once satisfied, you and the academic advisors will sign off the plan, marking a critical milestone.

#### 9. Unit-Based Course Access:

Once your training plan has been developed, you will commence on your online course. Each online unit of competency will be made available sequentially. Successful completion of one unit will unlock access to the next unit. This ensures a structured and effective learning journey for you.

#### 10. Learner Questionnaire

Near the completion of the course you will be provided with a learner questionnaire to complete, which provides you with an opportunity to provide formal feedback/evaluation of your study experience.

# 11. Completion

Upon successful completion of your studies and full fee payment you will be issued with your AQF certification documentation, within 30 calendar days.

This comprehensive process ensures a seamless transition from expressing interest in the course to becoming an active learner in BLI's accredited programs. Our institution is committed to providing you with the highest quality education and support throughout your academic journey.