

DO NOT post this document. You MUST present this Pre-Selection form at your interview



Resort Management Pre-Selection Form – February 2008

First Name: Surname:

Gender: Male Female Date of Birth..... VTAC ID:
(For Admin Purposes Only)

Please tick the course/s you have applied for:

Please Tick	Course	VTAC Code
<input type="checkbox"/>	21312VIC Diploma of Resort Management (Dive)	86442
<input type="checkbox"/>	21495VIC Diploma of Resort Management (Spa)	86002
<input type="checkbox"/>	21493VIC Diploma of Resort Management (Marine)	86012

Section 1	Personal Information
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Family Name/Surname:..... Given Name:.....
Address:.....
..... Postcode:.....
Telephone: (Home) (Mobile/other)
E-Mail Address:.....

Section 2	Educational Experience
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2.1 Secondary Education

Secondary School attended
Highest Level Completed Year completed

Did you study VET Hospitality: Unit 1 & 2
Units 1 - 4

If you completed VET Hospitality studies which area did you specialise in?

Food and Beverage
Cookery

2.2 Post Secondary Education

Name of Qualification:

At which Institution..... Year completed

Did you satisfactorily complete this course? Yes No

If no, indicate how many subjects/ units you have passed and the total number required to complete the qualification (eg; 6 units passed out of 10).

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2.3 Have you completed any of the following?

Traineeship School Based Apprenticeship

Please specify the area your traineeship / school based apprenticeship was in

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Hospitality, Tourism and Events Short Courses

Date Completed	Course	Institute
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2.4 Recognition of Prior Learning

Recognition is a process through which you can claim recognition for some units by demonstrating your competency in these units through relevant work/life experience or training. Are there any units of competency in this course for which you intend to claim exemptions? The Recognition Coordinator can assist you with this. Please contact the Assessment Centre on 03 9606 2111. If you need more space please continue on a separate sheet.

Unit Code	Unit Name

Section 3**Employment/ Work Experience**

When completing this section, include only employment and work experience for which you can provide evidence, if asked. It must include the company/firm, position, duties, total hours worked. Include voluntary and/or community work.

3.1 Industry Employment and Work Experience

1. Dates	2. Position	3. Company	4. Duties	5. Total No. of hours employed	Office use
Eg. Apr 02- Oct 03	Counter hand	McDonalds, Prahran	Serve Customers, Cashiering, Clean restaurant.	680	

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3.2 Briefly explain why you want to do the course: what interests you about this course?

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3.3 Briefly outline any other achievements (sporting, citizenship awards, etc)

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3.4 Many resorts are located in remote locations. What do you think are some of the challenges facing staff living in these areas?

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Section 4	Declaration
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I declare to the best of my knowledge that the information above is correct and complete. I acknowledge that the provision of incorrect information or the withholding of relevant information relating to my academic record or work experience may result in the withdrawal by the institution of a place that may be offered and that this withdrawal may take place at any stage during the course I undertake.

I am also aware that a significant amount of specialist training is delivered off-campus both regionally and interstate. I agree to off-campus block training and interstate resort industry tours.

Signature Date/...../.....

For further information, contact:

Bryan McGoldrick
Manager Resort Programs
William Angliss Institute of TAFE
555 La Trobe Street
MELBOURNE VIC 3000
Phone: 03 9606 2192
Email: bryanm@angliss.vic.edu.au

Important Notes:

The information requested on this form is an essential component of the selection process for these courses. All information is scored and is used in conjunction with ENTER and Interview scores, or other academic scores, in making selection decisions. Your application cannot proceed without its completion. Please complete all sections.

You will need to produce verification of academic qualifications, or work experience if you are applying for credit transfers &/or RPL. It is essential that you supply photocopies of your documentation and keep your originals, as we will retain all copies submitted with your pre-selection form at interview.

For office use only	Interview Form	(out of 20)
	TOTAL	_____

