



Terms and Conditions

- Learner must be enrolled in the course and provide all required information before engaging in any training.
- Valid photo identification may be required upon arrival.
- Participants must disclose any medical conditions or physical limitations that may affect their ability to complete the practical components.
- Participants must be physically capable of performing CPR on the floor for two (2) minutes and other hands-on skills if completing HLTAID011 or HLTAID012. Reasonable adjustments that are made may result in the learner receiving an alternate certification.
- Full attendance is mandatory to receive certification.
- Late arrivals may be refused entry and required to rebook at their own expense.
- All course fees must be paid in full before the course commences or prior to the certificate being issued.
- Fees are non-refundable unless cancellation is made within the specified cancellation period (typically 48–72 hours in advance).
- Cancellations or requests to reschedule must be made in writing.
- Late cancellations or no-shows may forfeit the course fee.
- The provider reserves the right to cancel or reschedule courses due to unforeseen circumstances (e.g., low enrolment, trainer illness).
- Participants must successfully complete all theory and practical assessments to receive a certificate.
- Certificates will only be issued to those who demonstrate competence as assessed by the trainer.
- Participants must behave respectfully toward instructors and fellow participants.
- Disruptive or inappropriate behaviour may result in removal from the course without refund.
- The course provider accepts no responsibility for personal injury or property loss incurred during training.

Life Training Group

P: 0450 24 LIFE (5433)

M: P.O. Box 5557, Greystanes, NSW, 2145.

E: info@lifetraininggroup.com.au

W: www.lifetraininggroup.com.au



- Participants engage in physical activities at their own risk.
- Personal information will be collected and used in accordance with privacy laws for the purpose of enrolment, certification, and record keeping.
- Participants may be contacted for feedback or re-certification reminders.
- All training materials are the intellectual property of the Life Training Group Pty Ltd and may not be copied, distributed, or reproduced without permission.
- No audio, video, or photography is permitted during the course without express permission.
- The provider may take group photos for promotional use (with participant consent).
- I understand the terms of this Contract and the refund conditions and confirm that I have been fully advised of the fees, refund conditions and conditions of enrolment and agree to be a student at the RTO.
- I agree that it is my responsibility to retain a copy of this written agreement as supplied by the RTO and receipts of any payments of tuition fees or non-tuition fees.
- I agree that under the Data Provision Requirements 2012, the RTO is required to collect personal information about me and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).
- My personal information (including the personal information contained on this enrolment form and my training activity data) may be used or disclosed by the RTO for statistical, regulatory and research purposes. The RTO may disclose my personal information for these purposes to third parties, including:
 - School – if you are a secondary student undertaking VET, including a school-based apprenticeship or traineeship;
 - Employer – if you are enrolled in training paid by your employer;
 - Commonwealth and State or Territory government departments and authorised agencies;
 - NCVER;
 - Organisations conducting student surveys; and
 - Researchers.



- Personal information disclosed to NCVER may be used or disclosed for the following purposes:
- issuing a VET Statement of Attainment or VET Qualification, and populating Authenticated VET Transcripts;
- facilitating statistics and research relating to education, including surveys;
- understanding how the VET market operates, for policy, workforce planning and consumer information; and
- administering VET, including program administration, regulation, monitoring and evaluation. I may receive an NCVER student survey which may be administered by an NCVER employee, agent or third-party contractor. I may opt out of the survey at the time of being contacted.
- NCVER will collect, hold, use and disclose my personal information in accordance with the Privacy Act 1988 (Cth), the VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at www.ncver.edu.au).
- I have reviewed the student handbook, fee schedule, and course description available from this website and am informed about my rights and obligations, payment obligations and the services to be provided.