# ISP VET Informed Consent Form

This form must be completed by schools to seek informed consent for international students holding a subclass 500 Student –Schools visa (Standard and Study Abroad students) to study vocational education and training (VET) subjects as part of the Victorian Certificate of Education (VCE) or VCE Vocational Major (VM).

## Notes about this form

* This form should be completed after reading the [International Student Program (ISP) VET Policy](https://www.study.vic.gov.au/Shared%20Documents/en/School_Toolkit/ISP_VET_Policy.docx).
* Schools must talk with the international student and their parent/s or legal guardian/s about the content of this form, using an interpreter, if necessary, to ensure the parent/s or legal guardian/s are providing informed consent. This includes talking to parent/s or the legal guardian/s about:
	+ any VET material fees the parents may have to pay and the cost of these fees over the entirety of the studies, that is, the cost per annum
	+ the fact that the international student is enrolled in a VET subject as a component of the VCE or VCE VM, not a VET course
	+ international students cannot gain a VET qualification for these studies, and
	+ where the VET studies are taking place, for example, on a Victorian government school site or at another site.
* Schools must record in this form the date they speak to the student and their parent/s or legal guardian/s.
* Schools must keep a copy of the signed informed consent form with the student’s records and must provide the Department of Education’s (DE or the department) International Education Division (IED) with a copy of the form by uploading the completed and signed form along with the VET third-party agreement to VISIT (video instructions [here](https://www.youtube.com/watch?v=OreSKxA-sdY)).
* Where possible, please type the response in the form to avoid problems with reading handwriting.

## School to complete this section

## Student details

Student first name: Click or tap here to enter text.

Student last name: Click or tap here to enter text.

Date of birth: Click or tap to enter a date.

ISP student ID number: Click or tap here to enter text.

Current year level: Choose an item.

School: Click or tap here to enter text.

School contact person and number: Click or tap here to enter text.

## VET details

Location of the VET studies: Click or tap here to enter text.

VET subject/s proposed for the student to study: Click or tap here to enter text.

Subject level proposed for the student to study: Click or tap here to enter text.

Proposed start date for the student’s VET studies: Click or tap to enter a date.

Proposed end date for the student’s VET studies: Click or tap to enter a date.

VET material fee for first year of study: $ Click or tap here to enter text.

VET material fee for second year of study: $ Click or tap here to enter text.

## Details of discussion between school and student and their parent/s or legal guardian/s

Date of discussion: Click or tap to enter a date.

Present from the school: Click or tap here to enter text.

Name of parent/s or legal guardian/s consulted: Click or tap here to enter text.

Was an interpreter used?: Click or tap here to enter text.

Please provide the name of the interpreter, if used: Click or tap here to enter text.

## Student and parent/s or legal guardian/s to complete this section

From this point in the form, all information is to be completed by **both** the student and the student’s parent/s or legal guardian/s. Schools cannot complete this section.

## Informed consent

By signing this form the student and the student’s parent/s or legal guardian/s are declaring that they have discussed the student’s VET studies with the school, understand and agree with the content of this form, are aware of any additional VET material fees payable, and provide informed consent for the international student to participate in VET studies at a Victorian government school or at another site.

### Student to complete:

I confirm that I understand:

[ ]  I am taking a VET subject and not a VET course, and, unlike local students, I cannot gain a VET qualification (VET certificate) for any VET subjects that I study as part of the VCE or VCE Vocational Major while in a Victorian government school.

[ ]  the subjects that I choose to study, including VET subjects, may impact the education and employment pathways available to me after graduation.

### Student’s signature

Name:

Signed:

Dated:

### Parent/s or legal guardian/s to complete:

I confirm that I understand:

[ ]  my child is undertaking a VET subject and not a course, and, unlike local students, my child cannot gain a VET qualification (VET certificate) for any VET subjects they choose to study while in a Victorian government school.

[ ]  the subject/s my child chooses to study, including VET subjects, can impact or limit employment or education pathways in higher education or VET courses available to my child upon graduation.

[ ]  I may incur additional costs related to my child participating in VET studies for VET material fees, and the school has explained these costs to me.

[ ]  the school has explained to me where the VET studies are taking place, for example, on a Victorian government school site or at another site, and the school has talked to me about travel arrangements for my child.

[ ]  if my child is participating in work-based training as part of their VET studies they will be under the supervision of a staff member from the work site, not school staff.

[ ]  I give informed consent for my child to study a VET subject/s.

### Parent’s or legal guardian’s signature

Name:

Signed:

Dated:

## Document maintenance

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