Batchelor Institute

Phone: **Indigenous Tutorial AssistanceScheme**
Phone: (08) 8939 7336
Address: 1800 677 095
Email: c/ PO Batchelor NT 0845
ITAS@batchelor.edu.au

ITAS STUDENT APPLICATION

Use this form to register your interest in receiving tutoring assistance.

The Indigenous Tutorial Assistance Scheme (ITAS) is open to Aboriginal and Torres Strait Islander students.

SECTION 1 – PERSONAL DETAILS - all applicants to complete

Are you Aboriginal and/or Torres Strait Islander? ◉ Yes ○ No

Student number | | | | | | | | |

Full name

Preferred name *(if applicable)*

Other names that you are known by:

Date of Birth

○ Female ○ Male ○ Gender X

SECTION 2 – CONTACT DETAILS - all applicants to complete

Postal Address

Number & Street *or PO Box*

Suburb/Town

State Post Code

Mobile number

Home number

Work number

Email address

Home Address - **If different to your postal address**

Number & Street *(Cannot be a PO Box)*

Suburb/Town State Post Code

SECTION 3 – TUTORIAL ASSISTANCE - all applicants to complete

Please list the course(s) you are enrolled in

Course code	Course name

In this section, list units you will study. Teaching Periods indicate the period in which you are starting a particular unit.

Teaching periods: **Period 1** – 01 Jan – 31 Mar | **Period 2** – 1 Apr – 30 Jun | **Period 3** – 1 Jul – 30 Sep | **Period 4** – 1 Oct – 31 Dec

Unit code	TP	Delivery location	Unit name	Training start date	Training end date

Location

Where do you want the tutoring to take place? For example: on campus, at home, or both.

◉ On campus ○ At home ○ Both on campus and at home ○ Other

Tutor

Do you have a preferred tutor?

○ No, the Institute can select my tutor ○ Yes (please provide details below)

Tutor's name | Phone

Email address

SECTION 4—IDENTIFIED SKILLS

Please tick below the skills that you need help with.

- ☐ Time management
- ☐ Discussion of course content
- ☐ Assignment / essay planning
- ☐ Interpreting assignment topic
- ☐ Understanding terminology
- ☐ Effective study skills
- ☐ Academic writing skills
- ☐ Referencing / bibliography
- ☐ Computing / IT skills
- ☐ Research skills
- ☐ Proof-reading and editing skills
- ☐ Exam preparation
- ☐ Maths skills

SECTION 5—STUDENT DECLARATION

☐ I declare that the information given by me in this application is true and correct and I understand that the provision of false or misleading information is a serious offence.

☐ I agree to participate fully in any tuition arranged.

☐ I understand it may take up to 2 to 3 weeks for application processing.

☐ I agree to give my tutor at least 12 hours notice if I cannot attend a scheduled tutorial.

☐ If two consecutive 'NO SHOWS' occur my contract may be cancelled.

☐ I agree to my name and contact details being given to a tutor.

☐ I will notify the Institute, in writing, of any changes to this information, within seven (7) days of that change occurring.

☐ I understand that the Institute does not conduct screening checks of any individual applying to become an ITAS tutor, except where required by law.

☐ I understand that the Institute collects this information for the purposes of administering the ITAS program and protects the information in accordance with the Privacy Act 1988.

☐ I understand that the Institute may disclose this information to Commonwealth, State or Territory agencies where required by law or for program reporting and monitoring purposes.

Student's signature		Date	
Approved by - signature		Date	