Firearms Safety Training Course – Theory How to enrol

Step 1: Get your Unique Student Identifier (USI)

Since 1 January 2015 students are required to have a Unique Student Identifier (USI). This number allows you to access details of all training you have completed since January 2015.

OFFICIAL

Your USI is a one-off application and issues an identifying combination of letters and numbers that you retain throughout your studies.

If you don't already have a USI, you can get your USI now, so it is ready to provide when you enrol by clicking here <u>https://www.usi.gov.au/</u>.

If you would like to find out more about the USI and what you need to do by watching this YouTube video from the Office of the Student Identifiers <u>Unique Student Identifier (USI) - Video</u> <u>for Students</u>

Step 2: Complete your online enrolment

Click on the link: <u>https://www.centralregionaltafe.wa.edu.au/courses/wapol-firearm-safety-</u> training-course-theory

Complete the registration.

	AFER Central Regional
Pl Fir	ease register to continue your application for O9534P - WAPol earm Safety Training,
	Already registered as an existing student? Log on Forgot password?
F	legister as a New Student
	Family Name *
ſ	Given Name
	Date of Birth *
	Gender 🗸
ſ	Email * 255
	Nationality *
	Password *
	Confirm Password *
	l have previously applied or studied here
	* You must agree to the terms and conditions Register and Apply



You will then receive an email confirming your registration.

Select the **Click here to proceed with your application** and then complete your application.



Select I accept the Terms and Conditions.

ſerms an	d Conditions
Approp	iate Use of Online Services
By acces to loggir result in	ing the Student Portal you give your full agreement and commitment to comply with all College policies. You also give consent g, monitoring, auditing and disclosure of your use of Central Regional TAFE IT services. Inappropriate use of these services can disciplinary action. You can view these policies relating to the use of IT services on the <u>College's website</u> .
la	l do not accept

You will then need to fill out the details for your enrolment into the Firearms Safety Training Course.

Select **Self Apply Online** under the Application Type.

Application ID 20432 Review each step before you submit your a	pplication.	More 🗲	< Previous	Next 🔸
Step 1 Selected Application Type	Selected Application Type			
Step 2 Selected Course	Select the Application Type for the application you will be making. Select Self Apply Online' if you are submitting this application yourself and have not yet been referred to a lecturer. Select Staff Assisted' if you are submitting this application on campus, with the assistance of a staff member and/or have already been referred to a lecturer. Select Staff Assisted' if you are submitting this application on campus, with the assistance of a staff member and/or have already been referred to a lecturer.			
Step 3 Applicant Details	Select an Application Type			
Step 4 Requirements	Application Type Bell Apply Chiline			
Step 5 Review and Submit				





Find the O9534P – WAPOL Firearm Safety Training Course – Theory and select **Add to application** in the bottom right.

Select next.

Complete the Mandatory fields which are indicated by a red asterisk *

Then select Next.

Application ID 20478 A payment of 100.00 is required.	3		More 3	< Previous	Next 🔸
Step 1 Selected Course	0	Applicant Details			
Step 2 Applicant Details		Mandatory fields are indicated by a red asterisk, please provide a response to each mandatory field and th Show less	nen select 'Next' to c	ontinue to the ne	ext step.
Step 3		A Personal Details			
Review and Submit		Title			
		Given Name			
		Preferred Name			
		Middle Name/s			
		Date of Birth *			
		Gender Not entered			



payment of 100.00 is requir	ed.		More 3	Previous Next
tep 1 elected Course	0	Applicant Details		
tep 2 oplicant Details		Contact Details		
tep 3 eview and Submit		Email *]	
		Address Details	~	
		Address *		
		Line 2]	
		Line 3		
		State]	
		Postcode		

You will need to add your Unique Student Identifier (USI) which you applied for in Step 1.

← 🤞	> Make Ar	1 Application	Enterprise Search	٩) 🕚	•••
Application ID 2 Review each step before you	0432 submit your a	pplication.		More 3	< Previous	Next 🔸
Step 1 Selected Application Type	0	Requirements Select: Respond: to answer each requirement marked as 'Mandatory'.				
Step 2 Selected Course	0	Once all requirements are marked as Response Received or Optional' you can proceed to the next step. Requirements marked as 'Optional' may help us assess your application faster if you provide a response. Show less				
Step 3 Applicant Details	0	1 record. Unique Student Identifier				ANDATORY
Step 4 Requirements		From 1 January 2015 a student must have a 'unique student identifier' (USI) in order to obtain a VET qualification or VET statement of attainment. If you have forgotten your USI number or are experiencing problems, please contact the USI office on 13 38 73.				
Step 5 Review and Submit		I question must be answered C 09534P			(Respond

Select Respond.



Select **yes** to "Do you have a USI number".

Enter your USI number and select **Save**.

Requirement Details
Required for O9534P (1) - WAPol Firearm Safety Training
From 1 January 2015 a student must have a 'unique student identifier' (USI) in order to obtain a VET qualification or VET statement of attainment. If you have forgotten your USI number or are experiencing problems, please contact the USI office on 13 38 73.
 Questions for Unique Student Identifier
Response 1
Requirement Response questions Do you have USI number? * Yes
∧ Please provide your USI Number
🖉 Please provide your USI Number
 Questions for Please provide your USI Number
Response 1 Requirement Response questions Please enter your USI Number *

Then select **Save**.

Select **Pay Now**, select your payment option and enter your credit card details.



BPOINT [®] Receivables Solution	Supported by the CommonwealthBank
Make a BPOINT Payment	
Biller Code:	1589852 (demonstratio1773 - SMS Pay Now)
Payment Reference:	4671
Reference Number 2:	20464/1
Amount (AUD):	100.00
Select your payment option:	VISA

Review the final Application Summary.

Select Submit

You will then see your Application ID and status.

🗲 🤞 > My Applications		Enterprise Search C		
📴 👻 Şearch	Add a new application			
₹ 1 record.				
Application ID 20432			IN PF	OGRESS
09534P - WAPol Firearm Safety Training			Submission Date 20-	Feb-2025
				View

Step 5: After this stage, the application process will take around 2 hours.

After these 2 hours, you will receive a welcome email, which outlines the next steps, including how to set up your Microsoft 365 account and log into the course in Blackboard.

Access Blackboard Learn: https://blackboard.centralregionaltafe.wa.edu.au/

