# Federation TAFE | TAFE VICTORIA

# VET (TAFE) LLN Variation Form 2025
## Literacy and Numeracy Support

**This form can be used for:**
- Students who are continuing in the LLN course from the previous year
- Students who are adding additional course enrolments to their current year course

**Please print in block letters using a blue or black pen.**

## SCHOOL TO COMPLETE (Please attach and tick box)

○ Copy of completed unit enrolment sheet/TGET

**COURSE CODE**

| Student HQ Data Entry Record |
|---|
| Entered on: D D / M M / Y Y Y Y |
| Entered by: |

## STUDENT TO COMPLETE (Check your address and name details are correct in mySC and update if necessary)

**Federation Student ID No.**

**Course details**

### Biographical (Personal) details

| | |
|---|---|
| First name | |
| Other name/s | |
| Family name | |
| Date of birth | D D / M M / Y Y Y Y |
| Phone number | |
| Email | |

| Course details | |
|---|---|
| Year | |
| Current Fund Code* | |
| New Fund Code (if applicable)* | |
| Course Title | |

**DO YOU AUTHORISE:**
- Federation University to use Centrelink Confirmation eServices to perform an enquiry of your Centrelink or Department of Veterans' Affairs customer details and concession card status to enable us to determine if you qualify for a concession
- Services Australia (the agency) to provide the results of that enquiry to Federation University

**I UNDERSTAND THAT:**
- The agency will disclose personal information to Federation University including my name, concession card type and status to confirm my eligibility for concession
- This consent, once submitted, remains valid while I am a customer of Federation University unless I withdraw it by contacting Federation University or the agency. I can get proof of my circumstances/details from the agency and provide it to Federation University so my eligibility for concession can be determined

- If I withdraw my consent or do not alternatively provide proof of my circumstances/details, I may not be eligible for the concession provided by Federation University

○ **I understand and authorise**

○ I do not authorise

## Student declaration

I acknowledge all information was provided to me at the time of my original enrolment in the above course and continue to agree to all the terms and conditions.

| Signature | | Date | D D / M M / Y Y Y Y |
|---|---|---|---|

## AUTHORISED RTO DELEGATE TO COMPLETE

| Name | | Position | |
|---|---|---|---|
| Signature | | Date | D D / M M / Y Y Y Y |

### FEE INFORMATION

Refer to your Statement of Fees for the total indicative fees relevant to your course. Tuition fees for this enrolment instance will be calculated based on the subjects you are enrolling into and the evidence of eligibility you have provided. Material fees may also be applicable to your enrolment – these cover items such as tools, uniforms and excursions.

A Tax Invoice/Statement will be issued for all charges relevant to your enrolment. **Invoices will be sent to your FedUni student email account and can be accessed from 'my Student Centre'.** If your fees are being paid by a sponsor a 'fee sponsor' form must be completed.

Charges may be amended if the information you provided was incorrect, or if you failed to provide the required eligibility evidence within specified time frames.

Direct debit payment plans are available – apply via 'my Student Centre'. Visit **federation.edu.au/studentfees** for further fee information, FACTS Direct Debit Payment Plan information, Fee Sponsor Agreement Form, and to access the refund policy.

Authorised by: Manager, Student Administration
Document Owner: University Registrar
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# VET (TAFE) Literacy and Numeracy Support (LLN) Variation Form 2025

**\*Fund Codes** – For other fund codes please contact your relevant Education Manager

**GSP** = General Skill Set

**ZS** = Student Training None

**P** = Govt Funded Tuition

**JFP** = Job Trainer

**LS** = School Based Trainee Govt Funded

**LP** = Apprentice Govt Funded

**LE** = School Based Apprentice Govt Funded

**LT** = Trainee Govt Funded

**F** = Full Fee Tuition

**U** = International Students Only

**FV** = VETis

**ZC** = Corrections

Warning – Uncontrolled when printed!  The current version of this document is kept on the Federation University website.

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Document Owner:   University Registrar
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