



Our enrolment process

Congratulations on choosing selectability Training!

Here is a snapshot of our enrolment process so you know what to expect.

1. Application / Enrolment forms / credit transfers



We use two electronic enrolment forms to collect your personal information and upload your supporting documents (including front and back of driver's license, Medicare Card etc.). At this point, courses you have previously studied may be eligible for credit transfers. Please provide us with the 'Statement of Attainment', so that we can correctly cross reference and match your credit transfers.

2. Language, literacy and numeracy assessment

We will now set you up on the learning management system (LMS) to complete your LLN assessment.

You will be sent an email to login to your account and complete the LLN. The assessment takes approximately 30-60 minutes to complete.



3. Language, literacy and numeracy assessment debrief



Once you have completed your LLN assessment one of our trainers will give you a debrief call to go through your results.

They will contact you on the number you provided on your step 1 application

4. Payment confirmation and options

We now will send you an email with the total cost of your course. We require confirmation that you are wanting to continue with your enrolment process and agree to pay this fee using one of our options.

Once we receive this confirmation, we will email you with your invoice, and how to action the payment of your choice.

Payment or confirmation of your payment plan creation is required before you can access your course.



5. Start Studying!



Once our finance team has approved your payment, you will receive a Confirmation of Enrolment and you can officially start your course.