

Certified Advancement Practitioner Training Admissions

Course Description	<p>The Admissions course outlines the principles underpinning contemporary practice and standards in Admissions within the education sector. The course will equip you with practical skills for you to advance your career in Admissions and is suitable for beginner to intermediate-level practitioners within the field.</p> <p>This newly revised and updated course will now be run entirely by experienced practitioners from within the Educate Plus fraternity.</p>	
Content	<p>The Admissions course covers the following topics:</p> <ul style="list-style-type: none"> • Admissions Drivers • Leading Practices in Managing Enrolment Processes • Mystery Shopping • Implementing and Managing an Admissions Plan • Admissions Structure and Resources • Admissions Data Collation and Reporting • Admissions Marketing • Legal Considerations in Admissions • Self-Audit Group Discussion <p>As part of the course, Educate Plus will conduct a Mystery Shopping exercise with your school's Admissions department. The findings of this exercise will be reported to you confidentially during the face-to-face training.</p>	
Cost	<p>Educate Plus Members (all membership types) \$636.36 + \$63.64 GST</p> <p>Non-Members - No membership, thank you \$909.09 + \$90.91 GST</p> <p>Non-Members - Please include \$300 full membership \$936.36 + \$93.64 GST</p>	
Course Structure & Dates	<p>The training consists of two compulsory components - Completion of a self-audit survey and attendance at a two-day face-to-face program:</p> <ol style="list-style-type: none"> Self-audit survey <ul style="list-style-type: none"> • You will receive a link to a self-audit online survey once you register for the training. • You must complete the online survey by Friday 12 April. • The survey must be completed before you attend the face-to-face training. Two-day face-to-face training <ul style="list-style-type: none"> • The face-to-face training will be held on Thursday 2 and Friday 3 May 2019 at the Hotel Grand Chancellor, Brisbane. • Full details about the face-to-face component will be sent to you in due course, including the program for the two days, and information on accommodation and transport, etc. 	

	<ul style="list-style-type: none"> ● Please note: Accommodation and flights for the face-to-face training are NOT included in the course registration fees.
Learning Hours	Self-audit survey – to be completed at your own pace and submitted by Friday 12 April . Two-day face-to-face training
Assessment	NIL - You are expected to complete the self-audit survey to fulfil your training requirement.
Attendance Requirement	Compulsory attendance at the two-day face-to-face training
Learning Materials & Readings	For this training, you will be provided with all learning materials and resources.
Contact	For further information and any other queries, please contact Mariya Mustan – Education and Training Manager at mariya@educateplus.edu.au .