

RTO Support and Progression Information



Affirm Training is committed to ensuring students have support and education services in place to assist in the completion of their training programs.

Having effective support services for each student is likely to have stronger completion rates and client satisfaction, enhancing the RTO's reputation.

Affirm Training provides support and education services as part of the training program you are enrolling in. These services may incur additional fees and/or maybe provided by external agencies depending on the services required.

Should you believe you need further support please contact a representative on 02 9699 7711 or email info@affirmtraining.com.au.

Standard Services:

- Pre-enrolment materials available online and by request for each training product
- Study support available by contacting our training division and discussing any issues with our team
- Study programs and workshops are available for some courses as noted in the brochure for each training product
- Language, literacy and numeracy tests available prior to enrolling in a course. Some courses may require a compulsory LLN test to be completed before final acceptance onto the course. In the result that the LLN is not completed satisfactory then you may request (in writing) compensation for fees paid.
- Convenient training facilities to public transport and/or parking. Parking may be at the cost of the learner.
- Flexible scheduling and delivery of training and assessment
- Information and communications technology

Additional Services (fees may apply):

- One-on-one training and assessment
- Training and assessment at clients facilities (upon risk assessment of the facilities)
- Equipment, resources and/or programs to increase access for learners with disabilities and other learners in accordance with access and equality.
- Mediation services or referral to these services
- Counselling services or referral to these services
- Learning materials in alternative formats e.g. large print
- Learning and assessment programs contextualized to the workplace

Affirm Training

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