Informed Consent Policy

Students are asked to read and consent to the following terms as part of the application for admission process.

Authorise ALC to collect information

- All enrolment information is purely for the purposes of administering student and future student applications and enrolments, and the provision of educational services.
- Any results from any educational institution attended, if required for verification.

Authorise ALC to provide information

- Personal information to government or education authorities where ALC is required to do so under Australian Commonwealth or State legislation.

Indicate understanding of use of specific information

- Any personal information collected is confidential and will not be disclosed to third parties (other than educational institutions where the student has studied or will study, accreditation authorities and other government bodies) without the consent of the student, unless authorised or required by law.
- Confidential information collected in the application for admission form is for the purpose of assessing a student’s entitlement to Commonwealth assistance under the Higher Education Support Act 2003 and allocation of a Commonwealth Higher Education Student Support Number (CHESSN) where applicable. This information is disclosed to the Department of Education, Employment and Workplace Relations (DEEWR) for student data statistical reporting. DEEWR may also disclose relevant information to the Australian Tax Office (ATO).

Indicate approval to receive information electronically

- Acceptance of receipt of all information electronically unless alternative communication arrangements have been advised to ALC.
- Agreement to access and check, on a regular basis, the preferred ALC student email account as well as the ALC student management system (TAMS) at https://mcd.edu.net.au