

Certificate III in Patisserie AAIC Referral Program Policy

Purpose

The AAIC Referral Program is designed to encourage the promotion of the Certificate III in Patisserie course to domestic students. This policy outlines the procedures, eligibility, and terms of the referral program.

Eligibility

A student may be eligible for a subsidized training place if they live or work in South Australia, and:

- are an Australian or New Zealand citizen, or;
- are a permanent Australian resident, or;
- hold a state sponsored visa on a pathway to permanent residency (for eligible visa type refer to <https://providers.skills.sa.gov.au/check-student-eligibility>), or;
- 18 years or over and not enrolled at school.

Referral Process

1. Referral Submission:

- The referrer must send an email to info@aaic.edu.au with the completed Domestic Student Form and relevant documentation.
- The applicant must be copied (cc'd) in the email for the referral to be valid.

2. Verification and Enrolment:

- The referred applicant will undergo the standard enrolment verification process.
- Successful enrolment is contingent upon the applicant's eligibility and approval of funds by the relevant regulatory sector.

3. Bonification Payment:

- Upon successful enrolment, a one-time payment of \$1,000.00 AUD will be made to the referrer.
- The payment will be processed via bank transfer and may take up to 4 weeks after the commencement of classes.

Terms and Conditions

- The referral program offers a one-time payment per successful applicant enrolment.
- This is not a commission-based program; no ongoing agreements or payments will be made beyond the initial referral payment.
- The referral program is applicable only to the Certificate III in Patisserie course.
- AAIC reserves the right to modify or terminate the referral program at any time without prior notice.

Contact Information

For any inquiries regarding the referral program, please contact info@aaic.edu.au or call (08) 8232 7788.



Step-by-Step Guide AAIC Referral Program Certificate III in Patisserie (domestic only)

Step 1: Identify a Potential Applicant

- Find an individual who is interested in enrolling in the Certificate III in Patisserie course.
- Ensure the applicant is eligible for subsidized training (see previous topics).

Step 2: Complete the Domestic Student Form

- Obtain the Domestic Student Form from AAIC's website or office.
- Fill out the form with the applicant's details accurately.

Step 3: Gather Relevant Documentation

- Collect all necessary documents required for the applicant's enrolment. This typically includes proof of residency, identification, and any other documents specified by AAIC.

Step 4: Prepare the Referral Email

- Compose an email to info@aaic.edu.au. Use the heading **"PATISSERIE REFERRAL PROGRAM ENROLLMENT"**.
- In the email, attach the completed Domestic Student Form and the relevant documentation of the applicant.
- Make sure to copy (cc) the applicant in this email.

Step 5: Submit the Referral Email

- Send the email ensuring the applicant is in copy.
- Wait for confirmation from AAIC acknowledging the receipt of the referral email.

Step 6: Await Enrolment Confirmation

- The applicant will go through the enrolment process. This includes verifying their eligibility for the subsidized course.
- Once the enrolment is confirmed and the funds are approved by the relevant regulator sector, the referral process moves to the next step.

Step 7: Receive Bonification Payment

- After the applicant has successfully enrolled and classes have commenced, AAIC will process the bonification payment.
- The payment of \$1,000.00 AUD will be transferred via bank transfer.
- Please note, this payment can take up to 4 weeks after the start of classes to be processed.

