



## Australian Vocational Training Institute

Address: Level 5, 338 Pitt Street, Sydney NSW 2000, Australia

Tel: +61 2 8114 2551

Email: [admissions@avti.edu.au](mailto:admissions@avti.edu.au)

ABN: 6316 2836 848

RTO: 40913

CRICOS: 03544K

### COMPLAINTS FORM

<b>Surname:</b>	
<b>First Given Name:</b>	
<b>Course:</b>	
<b>Trainer / Assessor:</b>	
<b>Date of occurrence:</b>	
<b>Reason for your submission:</b>	
<b>Occurrences leading up to this submission:</b>	
<b>What outcomes are you seeking or expect:</b>	
<b>Can we improve our system to avoid these situations in the future:</b>	

By signing this form, I certify that the information provided is true and correct.

Signed: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### OFFICE USE ONLY

Outcome: Approved      Not Approved

Comments: \_\_\_\_\_

Processed by: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_