

## Heavy Vehicle Driver Training

Course	Fee Breakdown	Total fee
<b>Light Rigid Course - 5 Speed Synchromesh Gear Box</b> (TLILIC2014 - Licence to drive a Light Rigid vehicle) <i>Monday - Friday</i>	1/2 Day: \$990.00 <i>(Includes \$100 non-refundable administration fee)</i>	<b>\$990.00</b> <i>\$590.00 deposit required to make booking</i>
<b>Medium Rigid Course – 6 Speed Synchromesh Gear Box</b> (TLILIC2015 - Licence to drive a Medium Rigid vehicle) <i>Monday - Friday</i>	1 Day: \$990.00 <i>(Includes \$100 non-refundable administration fee)</i>	<b>\$990.00</b> <i>\$590.00 deposit required to make booking</i>
<b>Heavy Rigid Course – Automatic Gear Box</b> (TLILIC2016 - Licence to drive a Heavy Rigid vehicle) <i>Monday – Saturday</i>	1/2 Day: \$1090.00 <i>(Includes \$100 non-refundable administration fee)</i>	<b>\$1090.00</b> <i>\$590.00 deposit required to make booking</i>
<b>Heavy Rigid Course – 18 Speed Non-Synchromesh Gear Box</b> (TLILIC2016 - Licence to drive a Heavy Rigid vehicle) <i>Monday - Friday</i>	2 Days: \$1590.00 <i>(Includes \$100 non-refundable administration fee)</i>	<b>\$1590.00</b> <i>\$790.00 deposit required to make booking</i>
<b>Heavy Combination Course – Automatic Gear Box</b> (TLILIC3017 - Licence to drive a Heavy Combination vehicle) <i>Monday - Saturday</i>	1 Day: \$1490.00 <i>(Includes \$100 non-refundable administration fee)</i>	<b>\$1490.00</b> <i>\$690.00 deposit required to make booking</i>
<b>Multi Combination Vehicles – Automatic Gear Box</b> (TLILIC3018 - Licence to drive a Multi Combination vehicle) <i>Monday - Saturday</i>	1 Day: \$1590.00 <i>(Includes \$100 non-refundable administration fee)</i>	<b>\$1590.00</b> <i>\$790.00 deposit required to make booking</i>

Additional Fee's	Price
Re-issue of a Statement of Attainment and/or VicRoads paperwork	\$50.00
H/V Additional practical training	\$150.00 per hour
H/V Refreshers (Articulated vehicles only)	\$150.00 per hour
H/V Assessment (Articulated vehicles only)	\$300.00

### A deposit/payment is required to confirm all bookings:

All enrolments into a Heavy Vehicle Licencing course require a deposit to make a booking, deposits include a \$100.00 administration fee which is non-refundable if course is cancelled.

### Licencing Fees:

All students completing a Heavy Vehicle Licence course will be required to apply to VicRoads for their official licence after successfully completing the training and pay a VicRoads Licence fee of \$30.80. *(Note this is payable by the student to VicRoads on successful completion of the course.)*

### Cancellation Policy:

We have a **FULL** 7-day cancellation/change of date policy. If you require to change, reschedule or cancel your course we must be notified a minimum **FULL** 7 day prior to the commencement of your course. Failure to do this will result in all fees paid being lost, fees will also be lost if you fail to turn up for your course. Please note all courses include a non-refundable \$100.00 administration fee.

### Late Policy:

Students who arrive late for their course will have that time deducted from the overall training time.

Example: if you run 1 hour late, your course will be cut short by 1 hour and missed time will require to be made up on the next available booking date which could be up to a 4-week waiting time; depending on current course bookings.

If you run more than 2 hours late for your course, this is considered as a 'no-show' and all course fee's paid will be forfeited.

### USI:

It is a requirement that all learners must provide a Unique Student Identifier (USI) to Barkly Driving School before a Qualification or Statement of Attainment can be issued (unless a USI Exemption has been granted by the Department of Education and Training). To create a USI: <https://www.usi.gov.au/students/create-your-usi>

**Language, Literacy & Numeracy Testing:**

Before any training can commence with Barkly Driving School, each applicant must successfully complete a Language, Literacy and Numeracy test. If an applicant cannot pass the Language, Literacy and Numeracy test as per the marking guidelines, a booking cannot be made.

**Theory Testing Light Rigid/Medium Rigid/Heavy Rigid:**

Before any training can commence with Barkly Driving School, each applicant must successfully complete a VicRoads theory test, this theory test is based on the Victorian Bus & Truck Handbook. This theory test is composed of 32 multiple choice questions. Failure to pass this test will result in further charges and a delay to your course.

The Victorian Bus and Truck handbook can be either downloaded for free from our website or it can be purchased for \$25 from our office or VicRoads. This handbook must be studied prior to the commencement of your course.

Link for Victorian Bus & Truck Handbook: <http://www.barklys.com.au/video-downloads.html>

**Theory Testing Heavy Combination/Multi Combination:**

Before any training can be commence with Barkly Driving School, each applicant must successfully complete a VicRoads theory test, this theory test is based on our Barkly Driving School Student Manual, this manual relates directly to Heavy Combination and Multi Combination vehicles. All Heavy Combination applicants are required to sit this test. Multi Combination applicants are required to sit for this test if their Heavy Combination licence was obtained prior to 2013. If you are unsure, please contact VicRoads directly.

Link for Barkly Student Manual: <http://www.barklys.com.au/pdf/Multi-Combination.pdf>

**Prescribed Medication:**

If you take any prescribed medication you are required to complete a Medical Form from VicRoads. This must be filled out by your treating doctor and taken to VicRoads directly for a clearance. A booking cannot be made until you receive clearance with VicRoads. Medical conditions that can affect driving ability include (but are not limited to): Hypertension, Diabetes, Sleep Apnoea, Vision Defects, Epilepsy, Hearing Defects, Psychiatric Disorders, Parkinson's disease and/or Multiple Sclerosis. If you are unsure, please contact VicRoads directly on 13 11 70.

**Eyesight Testing:**

You will be required to pass a standard eyesight test as per VicRoads requirement, if you have pre-existing vision defects you will be required to complete a VicRoads Eyesight Report. A booking cannot be made until you receive clearance with VicRoads. Failure to pass the eyesight test on the day due to vision defects will result in a loss of fees. If you are concerned about completing this eyesight test, please visit our office outside the 7-day cancellation policy to sit this test.

**Dress Attire:**

When completing a course at Barkly Driving School you must be wearing covered shoes, no thongs/sandals/open toed shoes are allowed. If you do arrive for your course wearing either of these, you will be sent home to retrieve suitable footwear and the time taken to do so will be deducted from your course hours. Comfortable clothing is to be worn, Barkly Driving School will provide high-vis vests.

**Mobile Phone Usage:**

All students are required to keep their phones on silent and are not permitted to use them during training. Any student caught using a mobile phone during any theory testing will have their course cancelled and fees forfeited.

**Re-Assessments:**

In the case that the applicant is to fail their driving test, re-tests are free of charge, although there will be extra charges for further training. *(Please note retests are not conducted on the same day.)* The training charges for each Heavy Vehicle licence category is \$150.00 per hour, the number of hours is depending on how many hours the instructor advises the applicant requires.

**Safety of Instructors and Students:**

Barkly Driving School have the right to terminate a course at any time if deemed by the instructor that it is unsafe to continue with any further training, this can be due to the fact that the learner is unable to handle driving a manual vehicle (courses relating to Synchronesh and Non-Synchronesh gearboxes).

**Licence Conditions:**

Students who already hold a manual car licence who complete their course in an Automatic gearbox will be issued with a B condition on their licence. This will allow the student to drive both Automatic and Synchronesh gearboxes.

**In Cabin Camera Recording:**

All students who complete a course with Barkly Driving School will have to have both On-Road & Off-Road components recording for VicRoads auditing purposes. Each applicant must consent to Barkly Driving School's use of audio & visual camera recording footage of assessments for VicRoads auditing purposes.

**By making a booking with Barkly Driving School you are agreeing to the following:**

- I agree that I have held my Australian licence for the required amount of time
- I understand that I must study the required reading material prior to my course (if applicable)
- I am competent in driving a manual vehicle and drive one regularly (if applicable)
- I understand that I must give a minimum **FULL 7 days'** notice to make any changes, reschedule or cancel my course otherwise all fees paid will be lost
- I understand that if I arrive late for my course that time will be deducted from my course and need to be made-up on the next available booking date.
- I understand that if I arrive more than two-hours late for my course that it is considered a 'no-show' and I will forfeit the course fee's I had paid.
- I understand that each booking has an administration fee of \$100.00 which is non-refundable
- That all of the information I provided throughout the booking process is true and correct.
- I understand that any false or misleading information provided is a breach of our enrolment process and I will not be refunded any monies paid
- My licence permit isn't currently suspended, disqualified cancelled or subject to a Fines Victoria Sanction?
- I do not have an interlock device fitted to my vehicle
- A company making a booking on behalf of an employee/client agree to have confirmed all the required details with the applicant prior to booking a course and that the above information will be passed on to the applicant directly.
- My BAC on the day of my course is/will 0.00 with no drugs in my system
- I consent to allow Barkly Driving School to use photos/audio & visual camera recording footage of the assessment (VicRoads auditing purposes) of me in situations relevant to training and assessment.

Applicant Declaration	
I agree:	<input type="checkbox"/>
Applicant Name:	
Applicant Signature:	
Date Signed:	

Barkly Driving School Contact Information
<p><b>Phone:</b> 03 9361 2000  <b>Email:</b> admin@barklys.com.au  <b>Location:</b> 55-59 Westwood Drive, Ravenhall Victoria 3023  <b>Web:</b> www.barklys.com.au</p> <p><i>Accredited VicRoads provider of Heavy Vehicle Training and Licencing  Registered RTO 21968</i></p>

**Privacy**

In accordance with our Privacy policy, we are committed to protecting the privacy and personal information of all of our students. Except as required under the AQTF Essential Conditions and Standards for Continuing Registration (the AQTF Standards) and VRQA Guidelines 2016, Government Contracts or by law, information about a student will not be disclosed to a third party without the consent of the student.

Relevant legislation includes:

- Privacy Act 1988 (Cth)
- Privacy and Data Protection Act 2014 (Vic)

**Access to Student Records**



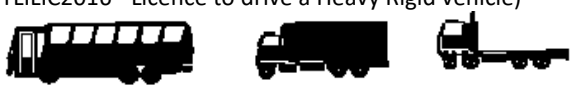


Access by students to their personal records is available upon request to Student Administration. Students may contact Student Administration Manager to discuss a suitable time to view their file and access will only be granted once a student can confirm their identification.

Student Access to the file will be granted only once written notification is received and the Student Administration manager has validated the student's identification.

Access shall be provided within 2 days of confirming the student's identification.

**For more information regarding Barkly Driving School privacy policy and/or Code of Practice please head to the videos and downloads section of our website: <https://www.barklys.com.au/video-downloads.html>**

Cars	
John – 0412 302 262 ( <b>Automatic</b> ) Donna – 0419 246 655 ( <b>Manual</b> ) <i>Please contact the instructors directly on the above numbers</i>	45 Minute Lesson \$40.00 60 Minute Lesson \$50.00 5 x 45 Minute Lessons \$190.00 5 x 60 Minute Lessons \$237.50 Test (Including 1 x Lesson) \$165.00 Test (Including 2 x Lessons) \$200.00

Licence Type	Licence information
<b>Light Rigid Course – Synchronesh Gear Box</b> (TLILIC2014 - Licence to drive a Light Rigid vehicle) 	A Rigid Vehicle with two axles, greater than 4.5 tonnes GVM but equal to or less than 8 tonnes GVM and/or seats more than 12 people (Including driver). Must be currently driving a manual vehicle well and regularly <b>Must have held Australian Driver Licence for at least 12 months</b>
<b>Medium Rigid Course – Synchronesh Gear Box</b> (TLILIC2015 - Licence to drive a Medium Rigid vehicle) 	Any 2-axle vehicle, including truck and bus, greater than 8 tonnes GVM <b>Must have held Australian Driver Licence for at least 12 months</b>
<b>Heavy Rigid Course – All Gear Box</b> (TLILIC2016 - Licence to drive a Heavy Rigid vehicle) 	Any rigid vehicle with 3 or more axles, including truck and bus, greater than 8 tonnes GVM. To be booked in for a Synchronesh or Non-Synchronesh course applicant must be currently driving a manual vehicle well and regularly <b>Must have held Australian Drivers Licence for at least 24 months</b>
<b>Heavy Combination Course – Automatic Gear Box</b> (TLILIC3017 - Licence to drive a Heavy Combination vehicle) 	Prime mover/single semi or HR plus trailer greater than 9 tonnes GVM <b>Must have held Australian Drivers Licence for at least 24 months, and either MR or HR licence for at least 12 months</b>
<b>Multi Combination Vehicles – Automatic Gear Box</b> (TLILIC3018 - Licence to drive a Multi Combination vehicle) 	Prime mover vehicle with one or more trailers. <b>Must currently hold a HC licence, prior to holding HC licence must have held HR for 12 months</b>