

Privacy - Complete Hospitality Training

Canonical: <https://cht.edu.au/privacy/>

Details:

Vocational training carries a privacy position most students are never told: your training data is reported to government, by law . That is not a provider choice and not a breach — it is how the national VET system works. This page sets out what is reported, to whom, and what protections apply.

What is reported, and why

AVETMISS and NCVER

Every registered training organisation reports student and enrolment data through AVETMISS — the Australian Vocational Education and Training Management Information Statistical Standard — to the National Centre for Vocational Education Research (NCVER) .

This is a regulatory obligation, not optional, and it is what builds the national picture of vocational training. It is also, usefully, what makes your national training transcript possible: your completed units are recorded centrally rather than living only in one provider's filing system.

Your USI and the authenticated transcript

Your Unique Student Identifier links your training records across every RTO you have ever studied with. The Student Identifiers Registrar holds the authenticated VET transcript.

The Student Identifiers Act 2014 carries specific protections around this:

Provision	Protection
s 16	Records must be protected from misuse
s 17	Unauthorised collection, use or disclosure of protected information is an offence
s 29C(1)	Altering an authenticated VET transcript — 60 penalty units
s 29C(2)	Making a document purporting to be one — 60 penalty units

So the transcript is protected in both directions: others cannot misuse it, and nobody can forge or alter it.

See USI for the full detail.

International students and PRISMS

If you study on a student visa , additional reporting applies under the Education Services for Overseas Students Act 2000 . Providers report enrolment and course progress through PRISMS , and that information reaches the Department of Home Affairs.

This is a condition of the CRICOS system rather than a provider practice. Only CHT's three CRICOS-registered courses are affected: SIT40422 , SIT50322 and SIT50422 .

The general privacy framework

Alongside the VET-specific rules, the Privacy Act 1988 and the Australian Privacy Principles apply to how an organisation collects, stores, uses and discloses personal information.

In a training context the information typically collected includes identity and contact details, your USI, prior education, employment details, and assessment records. Some of it — disability, language background, Indigenous status — is collected because AVETMISS requires it, and some because Standard 2.4 obliges the RTO to consider reasonable adjustments it cannot make without knowing.

What this means in practice

You cannot opt out of AVETMISS reporting and still receive a nationally recognised qualification. The reporting is part of the system that makes the qualification recognised.

You can ask what is held. The Australian Privacy Principles give you rights to access and correct personal information held about you.

Your transcript is yours to access. Through your USI account, independently of any provider.

Misuse is an offence. Section 17 of the Student Identifiers Act is not a policy statement; it creates an offence.

Where to raise a concern

Concern	Who
How CHT handled your information	CHT first, then the Office of the Australian Information Commissioner
Misuse of a student identifier	The Student Identifiers Registrar
Broader conduct of the RTO	The Australian Skills Quality Authority
International student matters	The Overseas Students Ombudsman

Complaints about an RTO's conduct generally are covered by Standard 2.7 , and decisions by Standard 2.8 — see policies .

Common questions about privacy

Is my training data shared with the government?

Yes. RTOs report through AVETMISS to NCVER as a regulatory requirement, and for student visa holders additionally through PRISMS under the ESOS framework.

Can I opt out of that reporting?

Not while receiving nationally recognised training. The reporting is part of what makes the qualification nationally recognised.

Who can see my USI transcript?

You control access. An RTO can verify a student identifier under s 14 and s 15 of the Act, but unauthorised collection, use or disclosure of protected information is an offence under s 17.

Why am I asked about disability or language background?

Partly because AVETMISS requires those fields, and partly because an RTO cannot offer reasonable adjustments under Standard 2.4 without knowing they may be needed.

Can I access what CHT holds about me?

Yes. The Australian Privacy Principles give you rights of access and correction. Ask CHT directly.

Can someone alter my transcript?

No. Altering an authenticated VET transcript, or creating a document purporting to be one, each carries a 60 penalty unit civil penalty.

Where do I complain about a privacy issue?

CHT first, then the Office of the Australian Information Commissioner. Misuse of a student identifier goes to the Student Identifiers Registrar.

About the provider

Complete Hospitality Training , RTO 3722, CRICOS provider code 04242E, Level 3, 28 Elizabeth Street, Melbourne VIC 3000. Contact melbourne@cht.edu.au or +61 3 9654 1554 .

For CHT's own privacy policy, contact CHT directly. This page describes the statutory framework that applies to every registered training organisation, not the text of any particular provider's policy.

Reflects the Privacy Act 1988 , the Student Identifiers Act 2014 , the Education Services for Overseas Students Act 2000 and AVETMISS reporting requirements as at September 2026. General information, not legal advice.