

# FOLS Assessor/Verifier Application

Steps to complete this application form:

**Note:** You need to have a FOLS in order to be registered as an assessor. FOLS requires evidence of competency and currency. A FOLS application form is available on [FOLS.forestworks.com.au](https://fols.forestworks.com.au)

1. Fill out your personal details and employment details.
2. List which endorsements/skilled activities you have completed training for and attach evidence of training
3. Attach evidence of first aid and work place training qualifications
4. Ask 2 industry employers to complete testimonials on your behalf
5. Complete payment details and send your application to ForestWorks at PO Box 612, North Melbourne, VIC 3051 or email [fols@forestworks.com.au](mailto:fols@forestworks.com.au)

## Step 1: FOLS ID

First name	<input type="text"/>
Last name	<input type="text"/>
FOLS CARD ID	<input type="text"/>
Current Employer (RTO)	<input type="text"/>

*NB: A Statement of Attainment can only be issued by an RTO*

**Please list units and endorsements that you are registering to assess or verify**


## Step 2: Evidence of First Aid and TAE or equivalent attached (if not included on your FOLS)

Please tick boxes for evidence attached

HLTAID003 Apply First Aid

TAE or equivalent



1800 177 001



[fols@forestworks.com.au](mailto:fols@forestworks.com.au)



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## Step 3: Industry Testimonial

Please provide testimonials from 2 industry representatives in the tables below to verify that you have the skills to conduct assessment/verification as part of the FOLS program. By signing these testimonials these industry representatives are providing you with evidence that you have industry support in your role.

### Testimonial 1

This statement is to support the application of (insert name of Assessor/Verifier)	FOLS identifier/number (insert FOLS identifier)
I can confirm that the Assessor/Verifier listed has provided training to the standard required by my organisation in the following:	
<b>Provide assessments/verifications undertaken for your organisation:</b>	
I have engaged or had workers trained by this Assessor/Verifier	
<b>Name of industry representative and title:</b>	<b>Print name:</b>
<b>Signature:</b>	<b>Date:</b>

### Testimonial 2

This statement is to support the application of (insert name of Assessor/Verifier)	FOLS identifier/number (insert FOLS identifier)
I can confirm that the Assessor/Verifier listed has provided training to the standard required by my organisation in the following:	
<b>Provide assessments/verifications undertaken for your organisation:</b>	
I have engaged or had workers trained by this Assessor/Verifier	
<b>Name of Industry Representative &amp; title:</b>	<b>Print name:</b>
<b>Signature:</b>	<b>Date:</b>



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## Step 4: Payment Details

The fee is \$335 pa. For RTOs this is capped at 5 Assessors (5x\$335 = \$1675). FOLS Assessors are registered from September 1 to 31 August. No pro rata arrangements are provided.

Please select your preferred payment method.

**Electronic funds transfer**

Account Name: ForestWorks Ltd

Bank: National Australia Bank

BSB: 083 004

Account Number: 918380609

Please email remittance advice to:

[fols@forestworks.com.au](mailto:fols@forestworks.com.au)

**Pay by credit card**

Credit card type: Visa / MasterCard

Card number: \_\_\_\_\_

Expiry date: \_\_/ \_\_

CVV number: \_\_\_

Name on card: \_\_\_\_\_

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

**Pay by mail**

Attach your cheque or money order to:

ForestWorks Ltd

PO Box 612

North Melbourne VIC 3051

**Pay over phone by credit card**

Free call 1800 177 001

When your application has been processed and payment received, your FOLS profile will be updated



1800 177 001



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[fols.forestworks.com.au](http://fols.forestworks.com.au)