



# COURSE ENROLMENT FORM

## STUDENT DETAILS

Student Name <sup>1</sup> :		Date of Birth: / /
Invoice Address:		State:
Suburb/City:		Post Code:
Phone:	Fax:	Mobile:
Invoice Email <sup>2</sup> :		
Student Email <sup>2</sup> :		
Payment of Fees by: (please tick) <input type="checkbox"/> Student		
<input type="checkbox"/> Company	Company Name:	
Company Purchase Order No: (if applicable)		

<sup>1</sup>The name supplied above will be used for all correspondence including certificates and letters of results.

<sup>2</sup>Where possible, it is our preference to email all course enrolment details to both student and company. Where supplied, Invoices will be emailed to the invoice email address.

## COURSE DETAILS

Course	Venue	Dates	(\$220.00 PER COURSE) Deposit
<b>Total Deposit:</b>			

## STUDENT UNDERSTANDING

I understand that all courses have **pre-requisites, including minimum Language, Literacy and Numeracy skills** (further information can be obtained by contacting ATTAR or at [www.attar.com.au](http://www.attar.com.au).) I understand and accept that if I have not completed these pre-requisites or meet the minimum requirements I may not meet the requirements for qualification or certification.

**Note: For Radiation Safety or Radiography Level 2 a supplementary form must be supplied on enrolment. This form can be found in the literature section of the Webpage or can be supplied on request.**

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

Name: \_\_\_\_\_

Date: / /

**Enrolments cannot be accepted unless signature and deposit are supplied.**

**All course fees must be paid at least 14 days prior to course commencement.**

**Confirmation of receipt of Enrolment Form by ATTAR is recommended.**



# COURSE ENROLMENT FORM

**Student Name:**

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## PAYMENT DETAILS

**Payment of Fees by:** *(please tick)*       **Company**       **Student**

Official ATTAR enrolment forms and a **non-refundable** deposit of **\$220.00 (inc GST)** must be submitted for each course enrolment. To confirm enrolment **all course fees must be paid at least 14 days prior to course commencement** as places are limited. Placement on all courses is made in the order of received enrolment forms accompanied by the deposit and signature.

I wish to pay the deposit of \$ \_\_\_\_\_ by: *(please tick payment method)*

Cheque/Money Order to:      ATTAR, PO Box 286, Springvale, VIC 3171

Credit Card:       Mastercard       Visa       AMEX\*

Card Number																				
Exp Date																				

**Cardholders Name:** \_\_\_\_\_

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

**An administrative fee of \$110.00 (GST inc) applies for any change of details to invoices after issue.**

**Cancellation, Transfer & Refund Policy (Summary):** For a refund of fees (less non-refundable deposit) all cancellations or transfer requests must be received in writing no less than 14 days prior to course commencement. Any cancellations or transfer requests received after this date will result in forfeiture of ALL fees paid. If ATTAR does not proceed with a course, all monies paid will be refunded in full. A copy of the full **Cancellation, Transfer & Refund Policy** can be downloaded in the download section of [www.attar.com.au](http://www.attar.com.au) or by contacting us.

**Privacy Statement (Summary):** ATTAR recognises that the privacy of customer personal information is paramount. ATTAR manages your personal information in accordance with the National Privacy Principles relevant to our business. All customer information requested is required by ATTAR to process your payment request. We may collect information about customers and merchants such as name, address, telephone number, email address and banking details. We may use this information for the purposes of the services that ATTAR provides. Your personal information can only be accessed by people properly authorised to have access and we take all reasonable efforts to protect personal information from unauthorised access or disclosure.

We will securely destroy personal information once no longer required by us or by law. Subject to some exceptions, you can request personal information stored by ATTAR upon confirmation of your identity. A copy of the full **Privacy Policy** can be downloaded in the download section of [www.attar.com.au](http://www.attar.com.au) or by contacting us.