

Post Weld Heat Treatment Course Enrolment Form

STUDENT DETAILS

Student Name ¹ :	Date of Birth: / /	
Address ¹ :	State:	
Suburb/City:	Post Code:	
Phone:	Fax:	Mobile:
Student Email ² :		
Payment of Fees by: <input type="checkbox"/> Student <input type="checkbox"/> Company		

COMPANY DETAILS – only required if Company is responsible for payment of fees

Company Name:	
Company Billing Address ¹ :	State:
Suburb/City:	Post Code:
Email for Invoice:	
Company Telephone:	
Company Purchase Order No: (Only for Approved Purchasers)	

¹ The name and address supplied above will be used for all correspondence including certificates and letters of results.

² 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 company email address.

COURSE DETAILS

Course	Venue	Dates	Fees
Total Course Fees Payable			

I understand the following conditions of enrolment and acknowledge by my signature:-

- This Enrolment is subject to the scheduled course proceeding. In the unlikely event that this course(s) is cancelled, all monies paid to ATTAR will be refunded in full.
- I have read and I understand the ATTAR Student Handbook.
- I meet the pre-requisites to attend this course per the table below.
- **I will not be allocated a place on my nominated course(s) until all course forms have been completed and course fees have been paid in full.**

Course Name	Pre-requisites
Post Weld Heat Treatment	Materials Engineering (Multisector) Or Introduction to Post Weld Heat Treatment

* LL&N = Language, Literacy and Numeracy

Student Signature: _____

Date of Birth: / /

Post Weld Heat Treatment Course Enrolment Form

Student Name _____ Date of Birth: / /

PAYMENT DETAILS

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

I wish to pay my course fees of \$ _____

by: *(please tick payment method)*

Company Purchase Order – **Only applicable if you are an approved Purchaser.** A copy of the Company Purchase Order for the **full course fee** must be supplied with this Enrolment Form

Direct Deposit (Details Below)
Name of Account: Engineering Materials Evaluation Pty Ltd
Account Number: 02-785-2676
BSB No: 083-590
Bank: National Australia Bank Ltd
Reference: SURNAME AND COURSE ABBREVIATION (i.e. Smith PWHT)

Please forward notification of payment to **Email:** accounts@attar.com.au OR **Fax:** 03 9574 6133

Cheque/Money Order payable to: ATTAR
Postal address: 1/64 Bridge Road, Keysborough VIC 3173

Credit Card: Mastercard Visa AMEX*

Card Number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

 Exp Date

--	--	--	--

 /

--	--

* CARD Security Code ____ ____ ____ ____

Cardholders Name: _____ Contact Phone: _____

Signature: _____ Date: _____

Cancellation, Transfer & Refund Policy (Summary):

- a) For a full refund of fees, all cancellations or transfer requests must be received in writing at least 14 calendar days prior to course commencement.
- b) Any cancellations or transfer requests received within 3 – 14 calendar days of course commencement will result in an Administration fee of \$250.00 with the balance of fees to be transferred to a future course scheduled no later than 1 year after the original course dates.
- c) Any withdrawal or cancelation within 3 calendar days of course commencement (or during course) will result in forfeiture of all fees.
- d) A copy of the full **Cancellation, Transfer & Refund Policy** can be downloaded in the download section of 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. A copy of the full **Privacy Policy** can be downloaded in the download section of www.attar.com.au or by contacting the Technical Director NDT.

Before submitting this Course Enrolment Form to ATTAR, please check the following:-

- I have signed and dated each page of this Student Enrolment Form.
- I have completed the payment details required.
- My Name and Date of Birth are clearly legible on each page.

Enrolments cannot be accepted unless all pages have been completed and full payment supplied