Ringwood Training Short Course Enrolment Form

Please **FILL OUT IN BLOCK LETTERS** and check and complete all details

COURSE DETAILS

Course Name: _____ Start Date:_____ Fee: $350.00

PERSONAL DETAILS

Title (Mr, Mrs, Miss, Ms, etc)_____ Surname_____

Given names_____ Previous name_____

Date of birth _____/_____/_____ Gender ☐ Male ☐ Female

USUAL RESIDENTIAL ADDRESS & TELEPHONE

Number & Street_____ Suburb_____ Postcode_____

Phone: Home _____ Work_____ Mobile_____

Email_____

POSTAL ADDRESS (IF DIFFERENT TO RESIDENTIAL)

Number & Street_____ Suburb_____ Postcode_____

EMERGENCY CONTACT DETAILS

Contact_____ Phone_____

Relationship_____ Mobile_____

VICTORIAN STUDENT NUMBER

1. Do you have a Victorian Student Number? ☐ Yes ☐ Yes (but the VSN is unknown) ☐ No
2. **If yes, please specify**_____

PAYMENT DETAILS

☐ Eftpos ☐ Cash ☐ Money Order ☐ Company invoice ***(please attach purchase order)***

☐ Visa ☐ Mastercard Card number ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

Expiry date:_____

Cardholder's name:_____

Company name (if company funded):_____

Company address:_____

Postcode:_____ Signature:_____

TERMS AND CONDITIONS

RT reserves the right to cancel classes at any time prior to their commencement. If a class is cancelled, students will be advised by sms and email no later than two days prior to its scheduled commencement date. We require a current mobile and email address to communicate details relating to your application. If you wish to cancel your place in a class you must provide us with written notification. NO REUNDS OR TRANSFERS will be granted less than five days before class commencement if enrolment has been confirmed. Where your enrolment has been confirmed and notification of your cancellation is received five days or more prior to the class commencement a refund processing fee of $50 will apply.