



## Enrolment Form 2019

Student ID .....

<b>Surname</b> .....	<b>First Name</b> .....	<b>Mr, Mrs, Ms, Miss</b>
<b>Address</b> .....	<b>Gender</b> M / F / T	
	<b>Postcode</b> .....	
<b>Phone - Home</b> .....	<b>Mobile</b> .....	<b>Date of Birth</b> / /
<b>Email address</b> .....	@ .....	
Invoice to <input type="checkbox"/> Student	<input type="checkbox"/> Third party	*If Third Party, please complete Student Invoice Request form

(Your emergency contact details will be provided to your tutor with their class sheets)

<b>Emergency Contact Person</b> .....	<b>Phone No</b> .....
<b>Relationship:</b> .....	
For the purposes of Emergency Medical Attention, do you have any allergies or additional information which may be relevant? Please provide details .....	

Do you have a disability? Yes / No Please provide details .....

Do you require a carer to attend with you? Yes / No

**Concession Card**  Yes  No Number .....

Expiry Date .....

### Membership

Do you wish to become a Member of Yarrunga Community Centre Inc.?  
 Yes  No

\* If yes, please fill out Membership form

### Mailing List

You will automatically be added to our mailing list to receive news and updates from Yarrunga Community Centre, however you have the option to unsubscribe at any time.

### TERMS AND CONDITIONS

#### Payment and Refund Policy

Fees for courses are to be paid before the course commencement unless prior arrangements have been made.

If you withdraw one week or more prior to the course start date in writing, you will receive a full refund of the fees, less a \$10 administration fee. If less than one week's notice is given, 50% of the fee will be refunded less the \$10 administration fee.

If we cancel a course for any reason, your fees will be refunded in full.

**No refund will be issued once a course has commenced and you will still be liable for any unpaid fees.**

For further information, please see Fees Information booklet.



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### Privacy Statement

**Yarrunga Community Centre Inc.** will not give any personal information about you to anyone else without your written permission. This is the law known as the Privacy Act, (2001).

For more information in relation to how student information may be used or disclosed please contact Yarrunga Community Centre's Privacy Officer on phone (03) 9722 8942 or email info@yarrunga.org.au.

### Signature and Declaration

- If there is an emergency I allow those in charge to make decisions for my safety or well-being, including ambulance travel, medical treatment and hospitalisation.
- I understand that I have to pay for all my own medical bills and expenses.
- I understand that Yarrunga Community Centre Inc. will let me know about any planned excursions.

**I DO/ DO NOT allow photographs/videos of me to be taken as part of my classes at Yarrunga Community Centre Inc. to be used on display boards, TV screens, web pages or CD's, brochures/posters, video/audio, newsletters, newspaper articles or Annual reports.**

I acknowledge and agree to the terms and conditions outlined above.

I hereby agree that the information provided in this application for enrolment is completed and accurate.

COURSE DETAILS (ENTER ALL CLASSES YOU WISH TO ENROL)			OFFICE USE ONLY			
Course Name/Unit Name	Start Date	Class Time	Enrolment Fee	Amenities Fee	Material fee	Total

**STUDENT SIGNATURE**

**DATE**

**Applicant under 18 years:**

Parent/Guardian Name:

Parent/Guardian Signature:

**DATE**

**Please Note: Students under 18 must attend with an adult**

**How did you hear about Yarrunga Community Centre Inc.? (Please tick)**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Course & Activity Guide | <input type="checkbox"/> "What's On" in Local Paper | <input type="checkbox"/> Yarrunga Website             |
| <input type="checkbox"/> Job Service Agency      | <input type="checkbox"/> Friend                     | <input type="checkbox"/> Social Network (eg facebook) |
| <input type="checkbox"/> Work                    | <input type="checkbox"/> Employer                   | <input type="checkbox"/> Other .....                  |