



Certificate of Registration Course 2011 Registration and Enrolment Form

Please complete all details on this registration form. This will be used to register you in the qualification you are seeking. Some of the information contained herein will be keyed into a national database and used for **statistical and other reporting to State/Territory Training Authorities and the National Centre for Vocational Education Research (NCVER)**. Please ask your training representative for assistance to fill out this form if you require help.

1. First Name: _____ 2. Last Name: _____

2. Company Name and Suburb (for marketing purposes if desire): _____

3. Residential Address: _____
 _____ Postcode: _____

4. Telephone Numbers: Home () _____ - _____ Work () _____ - _____ Mobile () _____ - _____

5. E-mail address: _____

6. Date of Birth: _____ / _____ / _____ 7. Gender details: Male Female

Course Enrolment

Course Delivery Mode: full-time part-time

Course Code & Title: _____

Course Start Date: _____

Employment Status

Of the following categories, which BEST describes your current employment status?

Full time Employee Employed - unpaid family worker

Part time Employee Unemployed - seeking full time work

Self-employed (not employing others) Unemployed - seeking part time work

Employer Not employed - not seeking employment

Cultural Background

Are you of Aboriginal or Torres Strait Islander Origin? Yes No

Were you born in Australia? Yes No

If no what was your Country of Birth: _____

Do you speak a language OTHER THAN English at home? Yes No

If YES, which language do you usually speak? _____

How well do you speak English? Very Well Well Not Well Not at All

Do you require any language, literacy or numeracy assistance? Yes No



Citizenship

Student Declaration: I am: (tick one box)

- An Australian citizen a New Zealand citizen an Australian permanent resident a temporary resident
- None of the above Please specify: _____

Education

What is your highest COMPLETED school level?

- Year 9 or lower Year 10 Year 11 Year 12

In which YEAR did you complete that school level? _____

Are you still attending secondary school? Yes No

Since leaving school, have you COMPLETED any of the following qualifications?

- Trade Certificate Advanced/Technician Certificate
 Other Certificate Associate Diploma
 Undergraduate Diploma Degree or Postgraduate Diploma

If YES, what was the name of the qualification(s)? _____

Disability

Do you consider yourself to have a permanent disability? Yes No

If YES, tick ANY applicable boxes:

Visual/Sight/Seeing
Hearing
Physical
Intellectual
Chronic Illness
Other

If you require assistance for a disability, please give details: _____



Recognition of Prior Learning

Are you seeking Recognition of Prior Learning? Yes No

The information you have provided will remain private and confidential. Under current vocational and education reporting requirements the Government may use this information for Statistical purposes only.

I acknowledge that this information is true and correct and may only be used for Government Statistical purposes only.

Refund policy

You must advise us of cancellation in writing or by email. All monies, less a 20% administration fee, will be refunded if cancellation occurs before any training or assessment takes place. Cancellation after training or assessment begins will attract a 20% administration fee and the deduction of the full cost of any training or assessment the learner had access to up until cancellation date. In the case of online learning, training and assessment is deemed to have commenced once the learner has been issued a username and login and these have been used to access the online material.

PRIVACY NOTICE AND APPLICANT DECLARATION

The information provided by you in this application form will be used by AUSTRALIAN SALESMASTERS TRAINING COMPANY PTY LTD for the purpose of general participant administration, planning and communication.

I consent to AUSTRALIAN SALESMASTERS TRAINING COMPANY PTY LTD obtaining all personal information necessary for the purpose of my application and course. Information provided will be held securely.

Refer to AUSTRALIAN SALESMASTERS TRAINING COMPANY PTY LTD Privacy Policy for further information, www.thesalesmasters.com and the AUSTRALIAN SALESMASTERS TRAINING COMPANY PTY LTD Student's Handbook <http://www.thesalesmasters.com/pages/learnersupport.php>

If you are seeking Recognition of Prior Learning please refer to the kit we provide on <http://www.thesalesmasters.com/document/ASTC%20RPL%20and%20Assessment%20Resources.pdf>

Participant's Declaration: *I acknowledge that I read and fully understand the contents of this Student's Handbook, which outlines the conditions, my rights and responsibilities, as a participant of Australian Salesmasters Training Company Pty Ltd.*

Signature _____ Date _____