MONASH University
Education

ABN 12377614012

RECEIPT NO: ☐☐☐☐☐☐

APPLICATION FORM – Adolescent Counselling - Clayton 2010

COURSE DETAILS

Title: Professional Certificate of Adolescent Counselling **Presenters:** Leesa Tinney

Session Dates: April 15, 22, 29
May 6, 13, 20, 27
June 3, 10, 17

Location: Clayton

Times: 5.30 p.m. – 8.30 p.m. *(Thursday)*

Fee: **$920** This is a GST free course

STUDENT DETAILS

First Name _____ Surname _____

Address _____ Suburb _____ Postcode _____

Phone (H) _____ (W) _____ (Mobile) _____ Email _____

PAYMENT DETAILS

Please make Bank Cheque / Money Order payable to *"Monash University"*

☐ Bank Cheque ☐ Money Order ☐ Mastercard ☐ Bankcard ☐ Visa ☐ Cash (Clayton Campus)

CARD NUMBER ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ **EXPIRY DATE** ☐☐/☐☐

CREDIT CARD DEBIT AUTHORITY DECLARATION: Please deduct $920 from my credit card. I understand that the fee will be debited from my credit card unless written advice withdrawing from the course is received five working days prior to the commencement date.

Cardholders Name _____ **Cardholders Signature** _____

ADDITIONAL DETAILS

Please Note:

- *To be eligible for a full refund, applications to withdraw from the course must be received at least five working days prior to course commencement. Participants withdrawing after the course has commenced are obliged to make full payment. Applications to transfer between courses shall incur an administration fee of $110.00.*
- *Monash University maintains the right to cancel the course if minimum numbers are not obtained for each course, participants will be notified before class commencement.*
- *Refer to the website: www.education.monash.edu.au/shortcourses/fees.html for full details of the fees and refunds policy*

SIGNED _____ **DATE** _____

Please send completed application form and payment to:

Faculty Development Office
Faculty of Education
Building 6
MONASH UNIVERSITY VIC 3800

OFFICE USE ONLY
(STAMP ON PAYMENT)

CREDIT CARD PAYMENTS ONLY MAY BE FAXED TO: 03 9905 2621

PRIVACY STATEMENT
The information on this form is collected for the primary purpose of assessing your application. Other purposes of collection include the creation of a record on the student database, attending to administrative matters, corresponding with you and statistical analyses. If you choose not to complete all the questions on this form, it may not be possible for the Faculty of Education to assess your application. Personal information may also be disclosed to the education institutions to make an informed decision about the application or matters that concern the student's enrolment. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer on 9905 6011.