

Mooditj Leader Training - Perth 2012

Registration Form

Name _____
 Job Title _____
 Organisation _____
 Postal Address _____
 Suburb/Town _____ Post Code _____
 Telephone _____ Mobile _____
 Email _____

How would you like your name to appear on your name badge?

Is there anything that may be helpful for the trainers to know eg. hearing difficulty, difficulty with reading/writing? _____

I identify as Male Female Other _____

I identify as Aboriginal or Torres Strait Islander Yes No

What is the postcode/region where you spend most of your work time? _____

Catering request: Do you have any special dietary requirements?

Course Dates

- 28 Feb - 2 Mar 2012 (Perth)
 23 - 26 Oct 2012 (Perth)

Venue

FPWA Sexual Health Services
 70 Roe St, Northbridge
 (Cnr Lake & Roe St) WA 6003

<input type="checkbox"/> I am not applying for a subsidy Course fee \$595.00 GST free \$ _____ Mooditj Manual and Mooditj T-shirt included in cost	<input type="checkbox"/> I have applied for a subsidy Course fee \$595.00 GST free \$ _____ Less subsidy \$ _____ Total payable \$ _____
---	--

Payment Method (please tick):

- Cash Cheque/ Money Order (please make cheque payable to FPWA)
 Credit Card Employer Paying

Card Type : VISA / BANKCARD / MASTERCARD

Name of Card Holder: _____

Card Number: _____ / _____ / _____ / _____

Expiry Date: _____ / _____

If your employer is paying the course fees then complete the following section.

Contact Name _____
 Job Title _____
 Telephone _____
 Employer Signature _____

This registration is a tax invoice. Please keep a copy for your records.

ABN 152 750 99 026

Prices valid until 31/12/2012



Fees and Refunds Policy

An applicant's place in a course is not confirmed until FPWA has received full payment of course fees. Course fees must be paid in full at least four (4) weeks prior to the course starting. Payment may need to be made earlier to secure a place in a course in high demand.

A course will be cancelled (or the dates changed) if minimum numbers have not been confirmed four weeks prior to the course start. Course cancellations or changes in dates will be notified as soon as possible and a full refund made.

Participants are advised not to book travel arrangements until they are notified the course has been confirmed.

Refunds

A cancellation for a course must be given in writing. If cancellation notice is received by us:

- More than four weeks prior to the course/workshop starting then a full refund less an administration charge (of \$50, or \$100 if the course fees are greater than \$500) will be made.
- Less than four weeks prior to the course/workshop starting no refund will be made - unless there is a waiting list for the course/workshop and the place is filled, in which case a full refund minus the above administration charge will be made.

Deferment to a later date is treated the same as a cancellation, i.e. if more than four weeks notice is given, a full refund minus the administration charge will be made, but if less than four weeks notice is given, no refund will be made unless there is a waiting list and the place is filled. Full course fees will have to be paid for the deferred course.

If FPWA cancels a course/workshop all participants will receive a full refund. If a course/workshop is deferred all participants not wanting or unable to attend at the rescheduled time will receive a full refund.

Substitution: A substitute may be nominated to attend in place of a participant after payment of the above administration charge (provided that there is adequate time for the substitute to complete any pre-course requirements).

An application for a refund will be considered in exceptional circumstances. Any request for special consideration should be made in writing to the Manager of Education and Training.

Privacy Statement

FPWA respects your privacy. In line with the Privacy Act 1988, FPWA will store all personal information in a secure manner to be accessed by authorised staff only. Personal and sensitive information collected by FPWA is not shared with other organisations or government bodies except where there is a legislative requirement to do so. The above information is required for administrative purposes only.

I would like to receive information about other FPWA courses. **Yes** **No**

Declaration (all applicants must complete)

I declare that to the best of my knowledge the information given in this application is correct and complete. FPWA reserves the right to withdraw my offer of enrolment at any stage during my course where false or misleading information has been provided. I have read and agree to abide by the Fees and Refunds Policy of FPWA. I understand my placement/registration will not be confirmed until full payment has been received by FPWA prior to course.

Signature: _____ **Date:** _____

**FPWA Sexual Health Services
Education and Training Unit
PO Box 141 Northbridge 6865
Please contact Sonya on 08 9227 6177 or fax on 08 9227 6871.**