

Ants Consulting

APPLICATION FOR ENROLMENT

COURSE APPLIED FOR:-)

Please Tick

DIPLOMA IN HOSPITALITY
CERT 1V HOSPITALITY
(SUPERVISION)

CERT 111 MEETING &EVENTS
CERT 1V IN HOSPITALITY
(ASIAN COOKING)

Preferred course start date
FEBRUARY (2008)

JULY (2008)

PERSONAL DETAILS

SURNAME _____ GIVEN NAME _____ MALE / FEMALE

ADDRESS _____

SUBURB _____

POSTCODE _____ STATE _____

CONTACT NUMBERS

HOME NUMBER

MOBILE NUMBER

DATE OF BIRTH

EMAIL ADDRESS _____

ATTACHMENT CHECKLIST

School Report
Resume / Relevant Work Experience
Other qualifications

TUITION FEE PAYMENT

Preferred Payment Option
In Full
Part Payments

AGREEMENT

In signing the application form for enrollment , you agree that:-

- You have read & understood the Terms & Conditions of Enrollment , Refund Policy and the curriculum for the program applied for
- You will abide the Rules & Regulations of the School
- You have the financial capacity to meet tuition fees , and agree to pay fees as they become due
- Ants consulting has permission to pass any relevant information concerning academic results and progress at the college to parents / guardians and potential employers in which training is organized.
- The information provided in the application for enrollment and any accompanying documents is correct
- Ants Consulting is obliged by statute to keep confidential student records on file for administrative purposes only.
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DECLARATION

I have read, full understand, and accept the TERMS AND CONDITIONS OF ENROLLMENT detailed on this form.

Signature _____ Date _____

TERM AND CONDITIONS OF ENROLMENT

1. Student progression will be assessed on academic achievement , examination and project results, aptitude and attitude .
2. Payment of the required deposit is necessary to secure your place.
3. For those students who wish to apply for an approved payment plan your documentation must be completed and approved before commencing your course.
4. Subject to approval and discretion of the CEO a student who fails to complete a semester may apply and be permitted to enrol again in that semester . Before a repeat semester can be commenced , the tuition fees in relation to the repeat semester must be paid in full.
5. A student who does not meet their financial obligations throughout their enrolment may be suspended from training until they have paid the fees due.
6. A student who completes their course but has not paid all the fees for that course will not be issued with their transcript of results or qualifications until all monies have been paid in full.
7. Students may apply for credit(s) from a previous course. These are assessed by the CEO . All requests for credits must be made in writing outlining subjects for credits are requested and the relevant evidence.

ENTRY REQUIREMENTS

Completion of year 12 (Higher School Certificate) or equivalent

EQUIPMENT FEES

Equipment fees are payable at the start of the program and are in addition to the tuition fees.

REFUND POLICY

- Fees must be paid in a maximum of three (3) instalments.
- Firstly the deposit for your chosen course to be paid four (4) weeks prior to the commencement of your chosen course .
- The second instalment which is 50% of the remaining fees to be paid 1 week prior to the commencement of your course.
- The third and final instalment to be paid six (6) weeks after the commencement of your course.
- Should you wish to pay the total of your course fees prior to commencing your course a 10% discount will apply .

Our refund policy is in place to ensure that you have chosen the right course and we can manage our business. Should a student wish to withdraw from their chosen course of study a full refund of the deposit is payable if you withdraw two (2) weeks prior to the beginning of your course. Students must place the reasons in writing and forward this documentation to administration.

LANGUAGE , LITERACY AND NUMERACY

ANTS can arrange for assessment and support in the areas of Language , Literacy & Numeracy, should a student request this service.

DISABILITY / SPECIAL NEEDS & WELFARE/ GUIDANCE

Wheelchair access and amenities are available at all ANTS Consulting training venues. Trainers have the skills to accommodate special needs if students require. If more specialised help is required, the college will arrange external specialist consultants/organisations to provide such assistance.

Please tick the box if you wish to discuss your training needs further with ANTS consulting.

Yes I would like to organise a time to discuss my learning / training needs further

ANTS Consulting also offers services in Job Placement and Outsourcing of the Human Resources department .

ANTS Consulting

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Please make chq or money order payable to Ants Consulting and post to above address.