

AVALON

BEAUTY COLLEGE

E-LEARNING ENROLMENT FORM

Surname: _____	Given names: _____	Title: _____
Address: _____		
Suburb: _____	Postcode: _____	
Telephone: (H) _____ (W) _____ (M) _____		
Date of Birth: _____	Email address: _____	

COURSE: _____

Commencement date: _____	Course Fee: \$ _____	
	Deposit	\$ _____
	Balance of Fees:	\$ _____

Payment plan for the payment of outstanding fees will be provided following enrolment acceptance.

Recognised Prior Learning
List previous beauty course studied and qualifications

College _____ Units studied _____

Other comments _____

Application for enrolment requires agreement to the college terms and conditions attached. Please read this document carefully before committing to enrolment as it defines the obligations of the student and the college for the duration of the course. Following enrolment the student will be supplied with a Student Handbook which sets out all the college policies and regulations.

STUDENT SIGNATURE _____ DATE _____

NAME OF GUARDIAN (if student is under 18yrs) _____
 (Please Print)

RELATIONSHIP TO STUDENT _____ SIGNATURE OF GUARDIAN _____

COLLEGE REPRESENTATIVE _____ DATE _____

PAYMENT DETAILS: Cash () Cheque () Money Order () Direct Transfer () Visa () Bankcard () MasterCard ()	A/c Name: Avalon Beauty College BSB: 036 084 A/c #224531
Cardholders Name: _____	Card #: _____
Expiry Date: _____	Amount: \$ _____
Date: _____	Signature: _____
Please tick and initial this box if you would like Avalon Beauty College to debit your credit card for your weekly payments () _____	

10/26 Shields Crescent Booragoon WA 6154 Phone: 08 9317 4401 Fax: 08 9317 1103 ABN 95 374 830 614

TERMS AND CONDITIONS

Conflict of Interest

Students should avoid situations where their personal interests may be seen to be, or are in conflict with their obligations to Avalon Beauty College. Any activity outside the enrolled training is not to involve any unauthorised use of Avalon's property, resources, products or facilities.

Completion of Studies

Upon completion of all theory work and assessments, and all of the practical requirements are deemed to be competent through assessment, and all of the fees are paid, students will be issued with their Statement of Academic Record and their Certificate of Qualification.

If a student does not successfully complete the entire course, a Statement of Attainment for units completed will be issued.

Fees

The enrolment form establishes all fees due and the payment method selected for the chosen course. On signing the enrolment form, the student acknowledges and agrees to the Avalon Beauty College policies and regulations. The terms of payment are a deposit to be paid on enrolment and the remainder in weekly payments as specified in the agreed payment plan. The magnitude of the deposit is dependent upon the size and complexity of the course being undertaken.

Delays in paying fees due will result in the students program being placed on hold until the situation is rectified.

All fees due must be paid in full before any assessment reports or qualifications will be issued.

Refund Policy

A student unable to continue the course due to health reasons which is supported by a Doctors certificate, or any other compassionate grounds as agreed by the college, may request a deferment of course activities and payments. A request should take the form of a written letter setting out the circumstances and is to be forwarded to the College Manager for consideration. All agreed fees must be paid up to date before a deferment can be considered.

Student withdrawals after enrolment but prior to commencement of course lessons, will be eligible for a refund of all fees paid less the \$200 administration fee.

Where a student withdraws after the course commences, a refund will be paid of any start up fees less the \$200 administration fee or payments that are in advance that have not been expended on lessons and training kits delivered.

Payment plan

A payment plan setting out the fee for each cluster of units will be provided at enrolment. Payments are to be made in advance for each cluster of units strictly accordingly to the payment plan agreed and should these fees become in arrears, the student may be withheld from receiving training kits until they are brought up to date. Payments may be paid by cash, cheque, direct debit or credit card. The agreed payment plan will be attached to the enrolment form and delivered to the student within seven days of deposit payment

Training kit delivery

On payment of the deposit and payment of the cluster of units fee the student will receive the first shipment of products, access to online assignments and DVD's covering the first cluster of units. On the completion of assignments and attainment of the required assessment standards of each cluster of units and payment of the upcoming term fees the student will receive similar materials and access to the new cluster of units.

Products supplied

Training kits of product are provided for use in the completion of assignments and practice. Students who require addition products for personal use or to cover damage may purchase them from the college at wholesale price plus postage.

Government Assistance

Where Government Assistance is available for your course, the college will assist you in the application. Contact your Centrelink Office or Job Network Office for more information.