

APPLICATION FORM

Personal Details

Family Name: Given Names:

Title: Mr Mrs Miss Ms Other

Sex: Male Female

Date of Birth: Country of Birth:

Nationality:

Course Details

Course Name:

Course Code (if known):

What date you wish to commence your course?:

Contact Details

Home Address:

Postal Address (if different to home address):

Home Telephone: Work Telephone:

Mobile Telephone: Email Address:

Student Visa Details

Please nominate which Department of Immigration and Citizenship office where you will be applying for your Student Visa. A list of offices is available on-line at: <http://www.immi.gov.au/wwi/contents.htm> if you are not sure which office to select.

Passport Number: Passport Expiry Date:

Education Details

Highest level of education that you have achieved:

Year completed:

School/Institution attended:

English Language Skills

If you have completed an English Language Test, please complete the following details.

Name of test:

Date of test:

Result of test:

If you have not completed an English Language Test, please provide details of any English language courses/education that you have completed.

Course Fees

Total course fees: AUD \$.....

Please state how and when you will be paying your course fees (eg bank cheque posted in advance, credit card payment on arrival, credit card payment before arrival)

Other Information

Do you need accommodation arranged on your behalf? Yes No

Do you need transport to and from the airport? Yes No

If you have answered 'yes' to the above questions, we will contact you to confirm these arrangements.

How did you hear about Trison Business College?

What is your reason for studying this course?

Refund Policy

Fees are payable in advance.

If you withdraw from your course prior to commencement, then the College will make a full refund of any course fees paid by you, excluding the \$100.00 Enrolment Fee, within 21 days of the scheduled starting date of the course.

If you withdraw from your course after you have commenced, then no course fees will be refunded, except in exceptional circumstances as determined by The Director.

Claims for a refund of course fees can be made at any time during a course and if approved will be repaid to the student within 21 days of the receipt of an application to withdraw from a course.

If, in any situation, Trison Business College is unable to deliver the agreed training course to you, then a full refund of the fees paid by you will be repaid, including the \$100.00 Enrolment Fee, within 21 days of the scheduled starting date of the course.

This agreement, and the availability of complaints and appeals processes, does not remove the right of the students to take action under Australia's consumer protection laws.

Reporting Requirements

Trison Business College is required to advise the Department of Immigration and Citizenship of any changes to enrolment and any breaches of student visa requirements.

Information provided by you may be made available to Commonwealth and State agencies and the Fund Manager of the ESOS Assurance Fund, pursuant to obligations under the ESOS Act 2000 and the National Code.

I have read and understood the Refund Policy and Reporting Requirements of Trison Business College and agree to the terms outlined.

Student Signature: _____

Student Name (please print): _____

Date: _____

When completed, please return this form to:

TRISON BUSINESS COLLEGE
Level 1, 32 Grenfell Street
Adelaide South Australia 5000