

\*To complete this form: (1) Save PDF form to desktop first (2) Complete form with your details (3) Re-save PDF form (4) Email as attachment to: [info@tesolau.com](mailto:info@tesolau.com)

# TESOL Australia - Training Course Enrolment Form

International TESOL Diploma -\$2,675

RPL Certificate IV in TESOL 40649SA - \$1,375.00

RPL in International TESOL Diploma -\$2,375

140 hr International TESOL Certificate - \$975

Certificate IV in TESOL 40649SA - \$1,675.00

IELTS Teacher Training Course - \$975

## Section 1 Participant Details (All fields are mandatory.)

First Name:

Last Name:

Preferred Name:

Phone:

Email:

## Section 2

Do you require any additional assistance?

If YES mark any applicable box listed:

1. No

1. Reading

2. Yes

2. Writing

3. Physical Disabilities

4. English Ability

5. Other

## Section 3

### Payment Information

1. For the 40649SA Certificate IV in TESOL - a payment of \$1,500 is required prior to enrolment and thereafter commencing the course; the balance of payment of \$175.00 is required within seven (7) calendar days after commencement.
2. For the RPL of the 40649SA Certificate IV in TESOL - a payment of \$1,375 is required prior to enrolment.
3. For the International TESOL Diploma - a payment of \$2,675 is required prior to course materials being sent.
4. For the International TESOL Diploma - a payment of \$2,675 is required prior to course materials being sent.
5. For the 140 hr International TESOL Certificate - a payment of \$975 is required prior to course materials being sent.
6. For the IELTS Teaching Certificate - a payment of \$975 is required prior to course materials being sent.
7. Split payment - agreed payment is required prior to course materials being sent.

## Section 4

### For Certificate IV in TESOL:

Payment for courses is required at least 1 business day prior to course commencement.

All payments are required in full from the participant except where the course costs for the participant exceed \$1500 where:

- A payment of \$1500 will be required to be paid prior to commencement.
- After commencement the remaining payment is to be paid within 7 calendar days if the amount is \$1500 or less.
- Where the remaining amount is more than \$1500 the participant is to pay \$1500 after course commencement and the make payments prior to the delivery of the next unit of the course of \$1500 or less until all course costs are paid.

### Refund Policy

As a participant, you pay an agreed fee upon commencement\* of a course in which you are enrolled.

Course deposits will be accounted separately and are not accessed until course commencement\*.

A 100% refund of any money paid prior to commencement\* of any course may be claimed if a formal request is received in writing 14 days prior to course commencement.

A 50% refund of any money paid prior to commencement\* of any course may be claimed if a formal request is received in writing 7 days prior to course commencement.

A 25% refund of any money paid prior to the commencement\* of any course may be claimed if a formal request is received within 3 days prior to the course commencement.

On the day of commencement\* of the course there will be no refund available. A formal request can be made in writing for a refund if you have valid reasons for withdrawal where consideration will be made on a case by case basis. In most circumstances a future credit to attend the same course at a later date and time to be negotiated by GTS and the payee. Where in the event; GTS cancels a course all monies paid by the payee will be refundable unless the payee elects for a future credit.

\* Commencement is when e-copies of initial course materials are emailed to and received by the trainee.

### For non-Certificate IV in TESOL courses:

Refund Policy: In the case of course fees paid for study booked in advance, a 100% refund of course fees can be claimed if a request is received in writing 14 days prior to study commencement\*.

In the case of a cancellation request received 7 days prior to commencement\* 50% refund of course fees can be claimed.

\* Commencement is when e-copies of initial course materials are emailed to and received by the trainee.

## Section 5

### STUDENT AGREEMENT, INDEMNITY AND WAIVER

#### INTERPRETATION

In this agreement, indemnity and waiver; Global Training Services (hereby called GTS) & TESOL Australia Trainers, means those persons employed and/or contracted by GTS & TESOL Australia for the purposes of providing training. **AGREEMENT, INDEMNITY & WAIVER**

1. I agree to abide by the rules and regulations of GTS & TESOL Australia and follow lawful instructions of their Trainers.
2. I understand that if I do not follow the lawful instructions of the GTS & TESOL Australia Trainers; my enrolment may be withdrawn, the provision of the training ceases and I will not be entitled to a refund.
3. I agree not to hold GTS & TESOL Australia liable for any injury, loss or damages which may be personal, financial or otherwise that I may cause or which may result directly or indirectly as a result of my actions during or as a consequence of my training.
4. I hereby voluntarily waive any and all claims or actions, both present and future that may be made by my family, estate, personal representative, heirs, or assigns resulting directly or indirectly from training provided by GTS & TESOL Australia.
5. I state that all personal information I have supplied to GTS & TESOL Australia is true and correct. That all work; including assessments I submit to GTS & TESOL Australia, will be my own work.

I have read and understood that this **INDEMNITY AND WAIVER** is intended to be as broad and inclusive as permitted by the law of the State of Queensland and agree that if any part is held invalid, the remaining parts of this **INDEMNITY AND WAIVER** will continue in full force and effect as intended. I further agree that the venue for any legal proceedings shall be the State of Queensland.

I understand the rights that I am waiving and that I am freely signing this **INDEMNITY AND WAIVER**. I have read and fully understand that by signing this agreement I am giving legal rights and remedies, which may be available to me.

**I have read, understood and agree to be bound by all terms and conditions in the above Student Agreement Indemnity and Waiver and by typing my name into the signature box below this will be recognised as an electronic signature.**

Signature: (Please type your name here)

Date:

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