# CONDITIONS OF ENROLMENT

ACS Distance Education operates a refund policy which is fair and equitable.

*Notification of withdrawal from a course must be received in writing within 14 days of enrolment to qualify for a refund (less postage, handling and administration costs - minimum of $100, more if overseas).

*Deferments and Extensions: You may apply to the office manager in writing for a deferment or extension. This releases the school and its staff from any liability, action and claims of whatever nature, whether directions given during the course are followed or not.

*Courses, course notes and materials are not to be sold, loaned, copied, or used in any way outside of the pursuit of studying the course by the person who is enrolled in the course.

*ACS newsletters are used to communicate important developments to ACS students. Therefore it is a condition of enrolment that students are added to the newsletter mailing list.

## AUSTRALIAN FEE SCHEDULE – 2016/17

<table>
<thead>
<tr>
<th>COURSE</th>
<th>Fee Code</th>
<th>HOURS</th>
<th>Plan A</th>
<th>Payment Plans</th>
<th>Plan C</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(in Australian Dollars)</td>
<td></td>
</tr>
<tr>
<td>Fee Level 1</td>
<td>S1</td>
<td>100</td>
<td>$748</td>
<td>2 X $407</td>
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<tr>
<td>Fee Level 2</td>
<td>S2</td>
<td>100</td>
<td>$748</td>
<td>2 X $407</td>
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<tr>
<td>Fee Level 3</td>
<td>S3</td>
<td>100</td>
<td>$659</td>
<td>2 X $473</td>
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<tr>
<td>Fee Level 4</td>
<td>S4</td>
<td>100</td>
<td>$659</td>
<td>2 X $473</td>
<td></td>
</tr>
<tr>
<td>Proficiency Award</td>
<td>PA</td>
<td>500</td>
<td>$1958</td>
<td>2 X $1078</td>
<td>3 X $781</td>
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<tr>
<td>Certificate</td>
<td>CT</td>
<td>600-700</td>
<td>$3278</td>
<td>2 X $1727</td>
<td>4 X $924</td>
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<tr>
<td>Advanced Certificate</td>
<td>AC</td>
<td>700-900</td>
<td>$4257</td>
<td>2 X $2299</td>
<td>3 X $1661</td>
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<tr>
<td>Foundation Diploma</td>
<td>FD</td>
<td>1000</td>
<td>$4730</td>
<td>2 X $2530</td>
<td>3 X $1760</td>
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<tr>
<td>Associate Diploma</td>
<td>AS</td>
<td>1500</td>
<td>$7337</td>
<td>2 X $3971</td>
<td>3 X $2827</td>
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<tr>
<td>Diploma</td>
<td>DI</td>
<td>2100</td>
<td>$9856</td>
<td>3 X $5342</td>
<td>6 X $1925</td>
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<tr>
<td>Advanced Diploma</td>
<td>AD</td>
<td>2400</td>
<td>$13233</td>
<td>3 X $4752</td>
<td>6 X $2563</td>
</tr>
</tbody>
</table>

Online learning offers a 5% lower fee

Please Tick Learning Option Required:

- Online ( )
- E-Learning/CD ( )
- Correspondence/Paper based notes ( )

Examination Fees $55.00 per exam
Overseas Surcharge is applied to enrolments outside Australia. Recognition for Prior Learning Submission - Minimum of $100 for Certificates, $150 for Diplomas.

## ENROLMENT FORM

(PLEASE PRINT)

Surname: ................................................................. First Name: .................................................................
Address: .........................................................................................................................................................
.......................................................................................... State....................... Post Code: ................... Country: .................................................................

Phone: ( ) ................................................................. h/w ................................................................. Date of Birth: ...............
Fax: ( ) .............................................................................................................................. E-mail: .................................................................

Occupation: .............................................................................................................................................. Sex: M or F (circle)
Employer: ....................................................................................................................................................... Relevant Experience: ...........................................................................................................................
Previous Education: .................................................................................................................................

Where did you first hear of the School? ...................................................................................................

I WISH TO ENROL IN THE FOLLOWING:

................................................................................................................................................. Course Code: .................... Fee Code: ...............

PAYMENT IN AUSTRALIAN DOLLARS ONLY. Prices include 10% GST. (Overseas students are GST exempt)
Payment enclosed/authorised = AUD$.................. (NB: Please include overseas surcharge if applicable).
I agree to complete payments for all stages received. Signed.................................................................
For Payment by Credit Card: Please debit my MasterCard/Visa/AMEX (Delete which is not applicable.)
Name On Credit Card (please print): .................................................................
Card Number: .................................................................................................................................
Card Verification Number (3 digits on back of card): .................................................................
Expiry Date: .......... /........

Signed: .................................................................................................................................

SEND ENROLMENTS TO: ACS DISTANCE EDUCATION

PO Box 2092, Nerang MDC, Queensland, 4211 Fax: (07) 5562 1099 or alternatively, to enrol online
visit www.acs.edu.au. For more information telephone (07) 5562 1088