UNSW@ADFA
CANBERRA • AUSTRALIA

ABN 57 195 873 179

Professional Education Courses 2010 Registration Form

Date: |__|__|/|__|__|/|__|__| Title: |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Family name: |__|__|__|__|__|__|__|__|__|__|__|__| Given Name: |__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Organisation: |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Position: |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Postal Address: |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Suburb: |__|__|__|__|__|__|__| State: |__|__|__| Postcode: |__|__|__|__| Country: |__|__|__|__|__|__|

Telephone: Work (__|__) |__|__|__|__|__|__|__|__| Mobile/Home: (__|__|__|__) |__|__|__|__|__|__|__|__|

Email: __|__ |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Name of Course: _____

Date(s) of Course: _____ ☐ Defence ☐ Non-Defence **Course Fees** $ _____

Preferred name for nameplates: |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

Please note any special requirements: _____

☐ *Please tick this box if you do not wish to be on our email list to receive updates on UNSW Canberra courses.*

How did you find out about this course? ☐ Defgram ☐ Advertising ☐ Exhibition/Conference ☐ Internet

☐ Colleague/ Friend ☐ Work ☐ Professional Education Booklet ☐ Other: _____

***** Defence clients please note that for amounts up to $5,000.00 payment by Defence Purchasing Card is preferred as required by Defence Finance Policy. For amounts over $5,000.00 a Purchase Order number is required. A credit card tax invoice/receipt will be forwarded to the cardholder once payment has been processed.***

PAYMENT METHOD: *(please tick)*

☐ Visa ☐ MasterCard ☐ Invoice for Online/EFT/Cheque payment (only if no credit card available)

Card Number __ __ __ __ /__ __ __ __ /__ __ __ __ /__ __ __ __ Expiry __ __ /__ __

Cardholder's Name __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ Signature _____

Email for credit card invoice/receipt _____

UNSW CANBERRA PROVIDES INVOICES FOR ONLINE CREDIT CARD OR EFT PAYMENTS ONLY.

INVOICE / PAYMENT CONTACT *(for recipient of invoices or credit card tax receipts)*:

Name: __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ Position __ __ __ __ __ __ __ __ __ __ __ __ __ __ __

Address: __

Email: __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ Phone (W) __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __

PLEASE FORWARD COMPLETED REGISTRATION FORM TO:

FAX: 02 6268 8690

EMAIL: BSU@ADFA.EDU.AU

ENQUIRIES: 02 6268 8421 or 02 6268 8135

FINANCE ENQUIRIES: 02 6268 8296

MAIL: BUSINESS SERVICES UNIT, UNSW CANBERRA, ADFA, RM 101, BUILDING 1, NORTHCOTT DRIVE, CANBERRA, ACT 2600

Cancellation Policy: UNSW Canberra reserves the right to cancel a course up to five working days prior to commencement of the course, a full refund will be issued. If a registrant cancels up to ten working days prior to the commencement of the course a 50% registration fee will apply. University College is a registered ACT provider under ESOS Act 2000-CRICOS provider Code 00100G

OFFICE USE ONLY Entered ☐ Confirmation ☐ Sent ___/___/___ PS1#_____ JOB NO#_____

UCA# Invoice # Sent / / Notes: