



VIT ENROLMENT FORM

YES, Please enroll me in the course: _____	
Preferred start date: _____	
<input type="checkbox"/> My company is sponsoring me:	
Company name: _____	
Address: Unit _____ Street name: _____	
Suburb: _____ State: _____ Postcode: _____	
Telephone: _____ Fax: _____ Mobile: _____	
Contact name: _____ Email: _____	
Working Experience of Applicant: _____ Years in IT: _____	
Do you have any certifications? _____ Details: _____	
Prepayment is required. Cheques and money orders should be made to: VIT	
Cheque No: _____	For: AU\$ _____
Payments can also be made by Credit Card:	
Credit Card Type: <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> Bankcard <input type="checkbox"/> American Express	
Cardholders Name: _____	Amount: _____
Card Number: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Expiry Date: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Cardholders Signature: _____
Participant Details and Address (not P O Box)	
Mr/Mrs/Ms/Miss (First Name): _____ (Last Name): _____	
Unit: _____ Street: _____ Suburb: _____ State: _____ Postcode: _____	
Telephone: _____ Fax: _____ Mobile: _____	
E-mail : _____	
Please forward your enrolment form and payment to:	
VIT, Level 14, 123 Queen St. (Cnr. Queen & Lt. Collins) Melbourne 3000	
Ph: 03 9421 2013 Fax: 03 9429 3399	

* I declare that the information provided is correct, I have read and agree to abide by VIT's Terms & Conditions and Certification, Money back Guarantee Terms and Conditions.

How did you come to know of VIT? _____		
Signed: _____	Print name: _____	Date: _____

*Please Note:

1. Please note this Application is subject to satisfaction of criteria for acceptance into applicable course.
2. Payments terms available. Please ask for further details prior to lodgment of Application Form.
3. Credit card payments may attract a surcharge.
4. Personal cheques are to be paid minimum four working days before the course commencement date.

<u>FOR OFFICE USE ONLY</u>

Terms & Conditions

By joining a VIT course, you agree to abide by the following rules and regulations and that you shall not:

- Frequently be late or absent, for reasons within your control
- Destroy or damage VIT property.
- Engage in unlawful behavior or misconduct, or conduct contrary to the best interests of VIT
- Misrepresent or omit pertinent facts in your application

Note:

- VIT reserves the right to alter course content at any time in line with industry requirements
- VIT reserves the right to change dates, programs, trainers and fees without notice
- You are required to make good for any VIT property damaged by you.
- Study/Course materials if issued, cannot be refunded or exchanged under any circumstances.
- If you wish to cancel or change/transfer your enrolment, VIT must receive at least 5 working days' written notice prior to commencement of course to enable re-allocation of your place to another participant, and fee paid will be refunded less \$150 as administrative cost and study material cost (if issued), otherwise the full course fee will be charged. You may send a replacement to the same course. There will be no refund under any circumstances after the course commencement. If VIT cancels the course for any reason, VIT will refund the course fee paid and such payment will constitute full satisfaction and discharge VIT from any further liability.
- Fees are payable in full at the time of Registration. All fees must be received prior to the commencement of the course unless prior authorisation for extended credit facilities has been granted. Credit facilities will only be granted on the provision of further financial information and guarantee
- Copyright 2001 content and format. Brand names, product names are either trademarks or registered trademarks of their respective holders and are used for identification purposes only
- Network Essentials and TCP/IP Knowledge or equivalent is required for this course
- VIT reserves the right to use your name/your company name, feed back, comments and pictures obtained during the course for VIT's future promotional activities, unless you direct otherwise in writing prior to the commencement of the course.
- The Application form, terms & conditions and Certification & Money back guarantee conditions (for professional certification training courses only) constitute the entire agreement between the parties with respect to the training at VIT and supersede all previous agreements, proposals, representations or negotiations, whether written or oral.

Certification & Money back Guarantee Conditions (For Professional Certification Training Only)

- VIT reserve the right to decline training or not to give our certification guarantee if in our opinion an applicant is not suited to the course
- Study Materials will be provided
- Certification guarantee consists of free attendance to lectures relevant to the exam, if you fail in that particular certification exam within 4 months from attending the course at VIT, subject to course and place availability.
- Failure to attend the full extent of EVERY class will null and void the Certification & Money back Guarantee
- The Certification and Money back guarantee applies in respect of each subject on prorata basis for certification training, it does not apply to entire course, administration cost and study material cost.
- If, after five attempts at an exam after the enrolled certification training course within 4 months the candidate has not passed the relevant exam, the training fee paid for the subject (prorata) will be refunded to the client, and such payment will constitute full satisfaction and discharge of the Certification & Money back guarantee
- Our course fee do not cover or include certification exam fees