

## Enrolment Form 2018 *Return/Email to the Education Coordinator*

**Location:**     Dandenong                       Footscray  
**Semester:**     Summer                               Autumn/ Winter                       Spring  
**Level:**         Beginner I                               Beginner II                               Intermediate I                       Intermediate II

<b>First name</b>	
<b>Surname</b>	
<b>Address</b>	
<b>Email</b>	
<b>Phone</b>	

*The following information is collected for statistical purposes and is considered confidential by ACCS. It will only be used within the organisation.*

<b>Your age group</b>	<input type="checkbox"/> 20 & under <input type="checkbox"/> 21-30 <input type="checkbox"/> 31-40 <input type="checkbox"/> 41-50 <input type="checkbox"/> 51-60 <input type="checkbox"/> 60+
<b>Occupation</b>	
<b>Have you previously attended Croatian language classes?</b>	If Yes, where <input type="checkbox"/> ACCS <input type="checkbox"/> Other
<b>Reason for studying Croatian?</b>	<input type="checkbox"/> Travel <input type="checkbox"/> Personal interest <input type="checkbox"/> Work <input type="checkbox"/> Cultural heritage <input type="checkbox"/> Other
<b>How did you hear about ACCS?</b>	<input type="checkbox"/> ACCS Website <input type="checkbox"/> Word of mouth <input type="checkbox"/> Email/Mail out <input type="checkbox"/> Google <input type="checkbox"/> Croatian Herald <input type="checkbox"/> Other

### Conditions of enrolment:

**Payment** | ALL fees are to be fully paid prior to or on enrolment night.

**Refunds** | **NO** refunds will be issued after the commencement of a semester. Students who withdraw prior to the commencement of the course are entitled to a refund of the amount paid or a credit note for the amount paid. Once a credit note is issued, it is applicable for the following Semester only and it cannot be exchanged for a refund. No refunds will be issued for missed classes.

**Credits** | Credit notes can also be arranged for students who through **extreme circumstances only**, are forced to withdraw from classes in the first two (2) weeks of a semester. They are to do this in writing. **NO** credit notes will be issued after this period. **No** credits are issued for missed classes. Credit notes are not redeemable for cash. (Please refer to refund policy for full terms and conditions.)

**Withdrawing** | Students withdrawing from class after the first two (2) weeks, cannot have any remaining weeks in lieu for the next semester. Students who withdraw, for whatever reason, forfeit the remaining semester.

**Cancelled Classes** | ACCS reserves the right to cancel any class that does not reach the minimum number of enrolments. In the event that a new course does not go ahead, a refund will be provided.

**Public Holidays** | Unless internally arranged, classes will not be held in week of the following 2018 public holidays:  
**2 April** (Easter).

**I have read the conditions of enrolment and I agree with them.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_