



smp
training centre

ENROLMENT FORM - SHORT COURSE

Course Name: _____ Course Date: _____

Surname: _____

Given Name: _____

Address: _____

_____ Postcode: _____

Phone: (H) _____ (W) _____ (M) _____

Email: _____

Workplace: _____

How did you Messenger Advertiser Website Radio Previous Student Workplace

hear about us? Other (please state): _____

Cash Cheque Money Order Credit Card

Amount \$ _____

Payment Method: I am being funded, please send invoice to

(please tick relevant box)

Company Name: _____

Company Contact: _____

Company Address: _____

Card No: _____ Expiry Date: ___ / ____

Name on Card: _____

Signature: _____

Cash payments will be only accepted in person and should not be sent through the postal system. No refunds will be made if the participant is absent from the course without prior notification to SMP Training Centre. In the case of documented illness, transfer or other genuine reasons for absence SMP Training Centre will sympathetically consider refunding unused portions of fees or cancel further payments.

Office Use Only

Date Received: _____ Receipt No. _____

Certificate of Completion issued on: _____

Certificate of Completion copied and filed by: _____