ENROLMENT FORM

Please write clearly at all times and complete all sections
T: 08 9410 2966  F: 08 9410 2977  E: info@ami.edu.au  M: PO Box 260, Palmyra 6957

Personal Details

Unique Student Identifier (USI) No. 
*If you do not have a USI see page 2

Name: 
First  Middle  Last

Date of Birth:  Day / Month / Year  Sex:  M  F

Australian Drivers Licence or Passport Number:  State:

Home Address: 
Postal Address: 

Phone:  Home:  Work:  Mobile: 

Email: 

Emergency Contact Details

Please provide the details of someone we can contact on your behalf in the case of an emergency

Name: 

Phone:  Home:  Work:  Mobile: 

If your course is being funded by an Agency, Employer, Group or Organisation, the following details must be provided before your enrolment will be processed: A PURCHASE ORDER MUST ACCOMPANY THIS FORM

Name of Agency, Employer, Group or Organisation 

Address: 

Contact Person and Phone Number: 

Course Details

<table>
<thead>
<tr>
<th>Course</th>
<th>Commencement Date</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
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</table>

DOC: AMIEnrolmentForm  Version 3
### Language and Cultural Diversity

Which Country were you born?  
- Australia  
- Other (please specify): 

Which Town\City were you born?  

Nationality: 

Do you speak a language other than English?  
- No: English only  
- Yes (please specify) 

If more than language is spoken, how well do you speak English?  
- Very Well  
- Well  
- Not Well  
- Not at all 

Are you Aboriginal or Torres Strait Islander Origin?  
- No  
- Yes: Aboriginal  
- Yes: Torres Strait Islander  
- Yes: Both 

### Disability

Do you consider yourself to have a disability, impairment or long term condition?  
- Yes  
- No 

If YES: Please indicate the area of disability, impairment or long term condition: (If NO: Go to Schooling)  
- Hearing/Deaf  
- Physical  
- Intellectual  
- Learning  
- Vision  
- Mental Illness  
- Medical Condition  
- Acquired Brain Impairment  
- Other (please specify, if personal please write ‘personal’): 

Please be aware that if you have an existing medical condition that will prevent you from completing your training and you did not inform AMI staff at the time of enrolment then a refund will NOT be available.

### Schooling

What is your highest COMPLETED school level?  
- Still Attending School  
- Year 12 or equivalent  
- Year 11 or equivalent  
- Year 10 or equivalent  
- Year 9 or equivalent 
- Year 8 or below  
- Never Attended 

In which year did you complete that school level? 

### Previous Qualification Achieved

Have you successfully completed any of the below qualifications?  
- Yes (please tick below)  
- No 

- Bachelor Degree (or higher Degree)  
- Advanced Diploma (or Associate Degree)  
- Diploma (or Associate Diploma)  
- Certificate IV (or Advanced Certificate)  
- Certificate III (or Trade Certificate)  
- Certificate II  
- Certificate I  
- Miscellaneous Education/Certificate 

### Unique Student Identifier Number (USI)

By initialising this box you are authorising AMI Administration to issue you a USI on your behalf and will assist to provide the appropriate identification.
### Employment Status

Of the following categories, which best describes your current employment status? (Tick one box only)

<table>
<thead>
<tr>
<th>Employment Status</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Time</td>
<td>Employed (unpaid worker in family business)</td>
</tr>
<tr>
<td>Part Time</td>
<td>Unemployed (seeking Full Time)</td>
</tr>
<tr>
<td>Self Employed</td>
<td>Unemployed (seeking Part Time)</td>
</tr>
<tr>
<td>Employer</td>
<td>Not employed (not seeking employment)</td>
</tr>
</tbody>
</table>

### Study Reason

Of the following categories which best describes your main reason for undertaking this course (Tick one box only)

<table>
<thead>
<tr>
<th>Study Reason</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>To get a Job</td>
<td>It was a requirement of my job</td>
</tr>
<tr>
<td>To develop my existing business</td>
<td>I wanted extra skills for my job</td>
</tr>
<tr>
<td>To start my own business</td>
<td>To get into another course of study</td>
</tr>
<tr>
<td>To try for a different career</td>
<td>For personal interest or self development</td>
</tr>
<tr>
<td>To get a better job or promotion</td>
<td>Other</td>
</tr>
</tbody>
</table>

### How did you hear about the Australasian Maritime Institute?

- Newspaper Ad
- Tv Ad
- Radio Ad
- Magazine Ad
- Website
- Friend
- Family Member
- Another RTO
- Lecturer
- Ex-AMI Student
- White Pages
- Yellow Pages
- WA DOT
- AMSA
- Other Agency
- Other (please specify)

### ID Verification

Students must present ID in the form of a current Driver’s License or Passport. Any other means of ID will need to be approved by a Senior Member of AMI Staff.

Students are required to supply **ONE** current colour passport size photograph. (No hat, sunglasses or other obstructions are allowed). If you cannot supply a photograph then you will not be issued your certificates.

Australasian Maritime Institute hereby notifies all course participants that any course undertaken may involve physical activity and each course participant is responsible for his/her own safety and actions. Australasian Maritime Institute accepts no responsibility or liability for any accident, harm or injury sustained during any physical activity or through the actions or inactions caused by other course participants or any other person. Australasian Maritime Institute will refund in full any deposits received for any course that it cancelled. Australasian Maritime Institute reserves the right to cancel courses without notice. Australasian Maritime Institute will not be liable for any claims arising from course cancellation. Australasian Maritime Institute reserves the right to alter any price, service, condition or the availability of any service or item without further notice.

By signing this enrolment form you are stating that you have received, read and understood the Australasian Maritime Institute Student Handbook and agree to the policies and codes of conduct contained therein.

Signed: [Signature]  Date: [Date]
**PAYMENT FORM**

Full payment is required to secure your booking. If payment details are not received with the Enrolment Form, Australasian Maritime Institute has the right to refuse your booking. Please note that all courses are GST free unless otherwise stated. Please complete the section(s) relevant to you below and return to AMI via email, fax or mail.

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<table>
<thead>
<tr>
<th>Attention:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Price:</td>
<td></td>
</tr>
<tr>
<td>Trainee(s):</td>
<td></td>
</tr>
<tr>
<td>Student ID Number:</td>
<td></td>
</tr>
</tbody>
</table>

### Cash or Card Customers

**Cheque or M/Order:** Make payment to Australasian Maritime Institute, PO Box 260, Palmyra WA 6957

**Direct Transfer:** Visit your bank or use internet banking to transfer funds from your account into ours using the transaction details below. Please use your **INVOICE NUMBER** as the payment reference. Please email through the confirmation receipt as funds can take up to 48 hours to transfer.

<table>
<thead>
<tr>
<th>Account Name:</th>
<th>Australasian Maritime Institute</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSB:</td>
<td>016267</td>
</tr>
<tr>
<td>Account Number:</td>
<td>398604022</td>
</tr>
</tbody>
</table>

**Credit Card:** Complete the credit card details below and return this form to us via fax, email or mail. Alternatively you can call us with your credit card details.

<table>
<thead>
<tr>
<th>Credit Card Type:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Visa</td>
<td>☐</td>
</tr>
<tr>
<td>MasterCard</td>
<td>☐</td>
</tr>
<tr>
<td>Name on Card:</td>
<td></td>
</tr>
<tr>
<td>Credit Card Number:</td>
<td></td>
</tr>
<tr>
<td>Credit Card Expiry Date:</td>
<td>/</td>
</tr>
<tr>
<td>Amount to pay:</td>
<td>$</td>
</tr>
</tbody>
</table>

### Account Customers (by prior arrangement only)

| Purchase Order Number: |  |

### Standard Terms and Conditions

You may cancel your booking at any given time, however please be aware of the conditions below;

- Course cancellations where the client presents 7 days or greater notice, a full refund of fees applies.
- Course cancellation where the client presents 4-6 days notice, a 70% refund of fees applies.
- Course cancellation of 3 days or less notice, no refund applies.