

TRAINING REGISTRATION FORM

E: training@revolutionit.com.au
www.revolutionit.com.au



To register, please complete this form and post to: The Training Coordinator, **Revolution IT, Level 5, 171 La Trobe Street, Melbourne, VIC 3000** along with any cheque or other payment information. For more information please email training@revolutionit.com.au

Course details:

Student Name	Course Name	Location	Date(s)	Fee (Inc GST)
Total (incl GST) \$				

Payment options (please select):

- Purchase order number: _____
- EFT: Date funds deposited: _____ Fee deposited: \$_____
- Please deposit funds to BSB: 033 002 Account number: 503 542 (Please include your name as reference with your transfer)
- Credit card Visa MasterCard Amex Diners (Amex and Diners come with a 2.5% surcharge)
- Card Number: _____ Expiry Date: ____/____
- Cardholder's name: _____ Signature: _____

Please send invoice to:

Name:		Title:	
Company name:		Job title:	
Billing address:			
City:		State:	Postcode:
Phone number:		Email address:	

Please send course correspondence and confirmation to (if different from above):

Name:		Title:	
Company name:		Job title:	
Phone number:		Email address:	

Terms and conditions:

- Registrations for each course will be processed in order of arrival of this signed registration form accepting all terms and conditions.
- Payment must be received in full prior to course commencement. If payment has not been received within the stated period, Revolution IT reserves the right to cancel enrolment.
- Revolution IT makes every effort to operate all advertised courses, however we reserve the right to cancel or reschedule a course at any time. Students enrolled in a cancelled or rescheduled course will be given the option of receiving a credit towards a future course date.
- Course Registration Cancellations:
 - Course registrations cancelled ten or more business days prior to course commencement, provided we receive written notice, will be able to transfer their credit to a future course.
 - Course registrations cancelled nine or less business days prior to course commencement and students who fail to show or only attend part of the course will not be able to transfer their credit to a future course.
- Student substitutes are allowed three working days prior to course commencement. Written notice is required.
- No refunds will be given.

I have read, understood and agree to these terms and conditions, related to training courses and I have authority for and commit to pay all amounts on behalf of the above.

Signature: _____ Date: _____