



Naturopathic  
Correspondence College of Australia  
reaching out...to empower

## 4 easy ways to enrol



Phone 07 3285 6500



Fax 07 3285 6800



Mail

NCCA 1066 Dayboro Rd  
Kurwongbah Qld 4503



On-line

[www.ncca.net.au](http://www.ncca.net.au)

# EXTERNAL STUDIES ENROLMENT FORM

## STUDENT DETAILS

Student No.	
Title	
Surname	
First Name	
Second Name	
Date of Birth	
Age	
Gender	

## STUDENT ADDRESS

Student Street Address	
City/Suburb	
State      Postcode	
Contact A/H	
Contact B/H	
Email	

## ADDRESS FOR LEARNING MATERIALS

Street Address	
City Suburb	
State      Postcode	
E-mail	

## OTHER DETAILS

How did you hear about NCCA?		
<input type="checkbox"/> Web page/Internet	<input type="checkbox"/> Yellow pages	<input type="checkbox"/> Career Consultant <input type="checkbox"/> Seminar
<input type="checkbox"/> Health Magazine	<input type="checkbox"/> Relative <input type="checkbox"/> Friend <input type="checkbox"/> Student	<input type="checkbox"/> Other

## OTHER DETAILS

Highest level of education achieved?			
<input type="checkbox"/> Uni	<input type="checkbox"/> TAFE	<input type="checkbox"/> Trade	<input type="checkbox"/> Year 12

Name of Institution	
Date Completed	

Copy of supporting evidence attached	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Occupation (optional)	
Employer	

## ENROLMENT DETAILS

Are you claiming Austudy/Youth Allowance/Abstudy?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Do you identify with one of the following groups?		
Aboriginal	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Torres Strait Islander	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Aboriginal & Torres Strait Islander	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Course Name	
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Unit of Study Details	COST
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Sub-total	\$

Text Books/Learning Materials	COST
	\$
	\$
	\$
	\$
Sub-total	\$

## COLLEGE POLICY

### Cancellation Policy - Refunds

- A full refund of enrolment fees will be made if a course is cancelled by the Naturopathic Correspondence College of Australia for any reason.
- No refund is available where cancellation is made after the commencement of the course or when the education material has been posted to the learner.
- Refunds on the current unit of study will be considered for students who fall ill or are injured to the extent that they can no longer undertake the course, providing a supporting Medical Certificate is supplied to the Naturopathic Correspondence College of Australia.
- However, should participants wish to finalise incomplete units of competency in a future course, the original fee can be used as a credit towards that course within six months of initial payment.
- In all other cases, refunds are at the discretion of the Principal of the Naturopathic Correspondence College of Australia and may be negotiated on an individual case-by-case basis.
- All requests for refunds will be acted upon within 14 days.

## PRIVACY POLICY

In compliance with the Privacy Amendment (Private Sector) Act 2000, the information provided on this form will be used for purposes associated with a student's enrolment only.

## COLLEGE POLICY

I hereby declare that:

- I have read the above statements and accept them as conditions of my enrolment at the College.
- College Policies and Procedures have been made available to me and I agree to comply with them.
- I have checked that my workload complies with Youth Allowance/ Austudy.

Signature:

Date:

*If less than 18 years of age at time of enrolment, signature of parent or guardian is required.*

Name of parent/guardian:

Signature:

Date:

