

Title		Full Name			
<b>Home Address</b>					
Number		Street Name			
Suburb		State		Postcode	
<b>Postal Address (if different to above)</b>					
Number		Street Name			
Suburb		State		Postcode	
<b>Personal Details</b>					
Date of Birth		Sex (M/F/Other)		Country of Birth	
Home Phone		Work Phone		Mobile Phone	
Email					
Emergency Contact Name		Relationship		Contact Number	
Employment Status			Highest Level of Education		
<b>Course Details</b>					
Select Course			Select Course Start Date		
Preferred Course Location					
Please List Any Relevant Experience or List Your Background					
How Did You Hear About ProLash?					

### Payment

Payments can be made via Eftpos, direct deposit, credit card over the phone.

Direct Deposit Details:

ProLash'

Bank Details are ProLash PTY LTD

BSB: 063194

ACC: 10301716

Please quote your full name as reference so your payment is allocated correctly.



**Application Declaration - This section MUST be completed. If left blank your enrolment will not be accepted**

## **PRIVACY NOTICE**

Prolash will use the information provided by you on this enrolment form for the purpose of general participant administration, planning and communication. Information may also be submitted to the Department of Education, Employment & Workplace Relations for research, statistical & internal management purposes only. In supplying the requested information, you have consented to the use of the information for those purposes. Information provided will be held securely. You may access, correct or amend your personal details by contacting [info@professionallash.com](mailto:info@professionallash.com).

## **REFUND POLICY**

1. This policy is applicable to paying participants only.
2. Where cancellation is made less than 7 (seven) working days prior to the commencement of a course, 100% of the course fees will be still be charged.
3. Deposits are non-refundable as they secure a placement for you and withhold a placement for another student wishing to secure this date
4. All requests for refunds will be acted upon within 90 days.
5. Prolash reserves the right to expel a participant for serious breach of discipline. Fees will not be refunded.
6. A 1.5% surcharge fee applies to Credit Card payments.
7. Because education is an intangible object and cannot be returned, there will be no refunds after a payment for a class has been completed.

## **COMPETENCY POLICY**

ProLash has the right to deem a student 'not competent' at the end of their course. Should a student be found 'not competent' a day will be arranged for the student to return and complete procedures on extra models. If the student is deemed not competent after the extra training day another day will be arranged at a cost of \$350. Certificates will be withheld until competency has been achieved.

## **DECLARATION**

I, \_\_\_\_\_ (Full Name) apply for admission for the above listed course and declare that:

- a) I would like to apply for enrolment with Prolash
- b) I agree to abide by the rules and protocols set by Prolash
- c) I agree to maintain good and proper behaviour during my enrolment.
- d) I understand my enrolment can be suspended or cancelled should I breach this including endangering myself or others.
- e) I understand a non-refundable holding deposit is required at time of enrolment.
- f) I understand all fees must be paid on commencement of course start date.
- g) I have read, understand and agree to the organisations Refund Policy
- h) I believe I am capable of completing this course and meet the prerequisites for this course;
- i) The information I have provided is true and correct to the best of my knowledge; and
- j) I understand and accept that the information I provide will be used for the purposes outlined in the Privacy Notice.
- k) I understand no Refund is given after completion of my course.



## Intellectual Property and Non-Disclosure Form

A substantial amount of intellectual property and proprietary information are involved in the of Prolash.

Intellectual property includes all learning resources, assessment tools, scenarios, activities and practical assessments.

All learning and assessment materials will not be photocopied, reproduced, distributed or disclosed to a third party unless authorised in writing by the copy right owner.

I understand and am aware that these learning and assessment materials are under the copy right of Prolash.

Full Name \_\_\_\_\_

Signature \_\_\_\_\_