



Nuts & Bolts of Sexual Health (1400) - Perth 2017 Registration Form

Name _____ Job Title _____
 Organisation _____
 Postal Address _____
 Suburb/Town _____ Post code _____
 Phone _____ Mobile _____
 Email _____

Please tick the modules and dates you wish to attend. All fees GST free.

Module	Date	Full fee	YEP dis- count
Core - You and your role: young people's sexual health and rights	Mon 8 May <input type="checkbox"/>	\$120 <input type="checkbox"/>	\$70 <input type="checkbox"/>
	Tues 15 Aug <input type="checkbox"/>		
	Mon 13 Nov <input type="checkbox"/>		
Elective 1 - Sex and drugs, safety and pleasure	Tues 9 May <input type="checkbox"/>	\$120 <input type="checkbox"/>	\$70 <input type="checkbox"/>
	Wed 16 Aug <input type="checkbox"/>		
	Tues 14 Nov <input type="checkbox"/>		
Elective 2 - Contemporary sexuality: sex and ethics, diversity and technology	Wed 10 May <input type="checkbox"/>	\$120 <input type="checkbox"/>	\$70 <input type="checkbox"/>
	Thur 17 Aug <input type="checkbox"/>		
	Wed 15 Nov <input type="checkbox"/>		
	Total	\$	\$
Full course (all 3 days, dates can be split)		\$300 <input type="checkbox"/>	\$150 <input type="checkbox"/>

Venue: SHQ, 70 Roe St, Northbridge (Corner Lake & Roe St) WA 6003

Payment Method (please tick):

- Cheque: please make payable to The Family Planning Association of WA (Inc.)
 Credit Card EFT Please email jeff.turner@shq.org.au for details.

Card Type : VISA / MASTERCARD

Full name on card: _____

Card Number: _____ / _____ / _____ / _____ Exp Date ____/____

Amount to be paid: _____

Name of person or organisation making payment: _____

I identify as an Aboriginal or Torres Strait Islander person Yes No

I identify as Male Female Other

Is there anything that may be helpful for the trainers to know, e.g. hearing difficulty, difficulty with reading/writing? _____

Do you have any special food requirements _____

(Morning and afternoon tea provided—not lunch)

This registration becomes a tax invoice on payment. Keep a copy for your records.

ABN 152 750 99 026

Prices valid until 30/12/2017

Your Manager needs to sign their approval for you to attend over page.

Declaration *(all applicants must complete)*

I declare that to the best of my knowledge the information given in this application is correct and complete. I have read and agree to abide by the *Fees and Refunds Policy* of SHQ. I understand my registration will not be confirmed until full payment has been received by SHQ prior to course.

Signature: _____ Date: _____

Fees and Refunds Policy

An applicant's place in a course is not confirmed until SHQ has received full payment of course fees. Course fees must be paid in full at least four (4) weeks prior to the course starting. Payment may need to be made earlier to secure a place in a course in high demand.

A course maybe cancelled (or the dates changed) if minimum numbers have not been confirmed four weeks prior to the course start. Course cancellations or changes in dates will be notified as soon as possible and a full refund made.

Participants are advised not to book travel arrangements until they are notified the course has been confirmed.

Refunds

A cancellation for a course must be given in writing. If cancellation notice is received by us:

- More than four weeks prior to the course/workshop starting then a full refund less an administration charge of \$55 including GST will be made.
- Less than four weeks prior to the course/workshop starting no refund will be made - unless there is a waiting list for the course/workshop and the place is filled, in which case a full refund minus the above administration charge will be made.

Deferment to a later date is treated the same as a cancellation.

Substitution: A substitute may be nominated to attend in place of a participant after payment of the above administration charge (provided that there is adequate time for the substitute to complete any pre-course requirements).

An application for a refund will be considered in exceptional circumstances. Any request for special consideration should be made in writing to Robyn Wansbrough, the Manager of Education and Training, robyn.wansbrough@shq.org.au

Manager approval to attend

Manager name _____ Phone _____

I give approval for _____ to attend this training.

I have read the *Fees and Refunds policy*.

Manager signature _____

Privacy Statement

SHQ respects your privacy. In line with the Privacy Act 1988, SHQ will store all personal information in a secure manner to be accessed by authorised staff only. Personal and sensitive information collected by SHQ is not shared with other organisations or government bodies except where there is a legislative requirement to do so. The above information is required for administrative purposes only.

Call Jeff Turner on 08 9227 6177 for more information.

Please email this registration form to jeff.turner@shq.org.au or fax to Jeff on 08 9227 6871.