

PAYMENT DETAILS

I have read the Course Application Form. I understand and accept the Selection Process and Refund Conditions specified.

I enclose payment of \$ _____

Applicant's Signature: _____ Date: _____

Payment can be made by Paymate via the Open Channel website, or by phone, fax, mail, or in person at Open Channel during business hours. Please make cheques payable to Open Channel Cooperative Limited.

Payment by: Paymate Cash Cheque Money Order Eftpos

or Card Number: _____ Visa Mastercard

Cardholder Signature: _____

Name on Card: _____ Exp Date: _____

Selection Process

Open Channel is underpinned by the principles of access and equity. Open Channel does not tolerate discrimination on the basis of age, gender, sexuality, or social or cultural background. Training at Open Channel is available to all Australian residents 18 years and over, except where indicated otherwise. Non-residents should check with Department of Immigration for details. Check Open Channel web site for entry requirements for a course, and other course conditions, where applicable.

General Conditions

Copyrights in all works created as part of coursework remain the property of Open Channel, unless by prior agreement. By enrolling herewith, you consent to the use of images taken of our courses in progress to use in any future course marketing, unless you have notified us otherwise that you object to such use.

Refund Conditions

1. Notice of an applicant's intention to withdraw from a short course must be received in writing 14 days before commencement in order to receive a full refund.
2. If an applicant withdraws from a course between 6 & 14 days before the commencement of a course a 20% administration levy on the full cost of the course will be charged.
3. If an applicant transfers courses between 6 & 14 days before the commencement of a course a 20% administration levy on the full cost of the course will be charged.
4. No refund will apply if an applicant withdraws 5 days prior to commencement of a short course.
5. All eligible refunds will be made within 30 days notification of withdrawal or cancellation.
6. Open Channel reserves the right to cancel, postpone or amend Short Courses. All Short Courses are run on demand. Minimum numbers must be met one week prior to commencement otherwise cancellation will occur. In case of cancellation, you can choose to be refunded, automatically enrolled in the course next time it runs, or transferred to an alternate course.
7. No refunds apply on fees paid for Accreditation option on short courses (for approved students only). Production placement component and individual assessment sessions are subject to availability, and while Open Channel will endeavour to support students in finding placement within the scope of the individual training plan, it provides no guarantee that a production place will be available at the requested time.

Please note: Letters of confirmation are sent out generally 14 days prior to the commencement of a short course. In the event the letter of confirmation is sent out closer to the start date and a student withdraws or transfers out of a short course prior to confirming attendance, in most cases there will be no penalty.

Open Channel maintains a trust account for safeguarding student fees.

SHORT COURSE CODES - Refer to our web site for required course codes.

eg: FCPI 1201 – Final Cut Pro Introduction - Friday to Sunday March 9 (6.15-9.15pm), 10, 11 (10.00am-5.30pm)

OFFICE USE ONLY: (last updated 14.3.12) Enrolment form Completed: ____
Applicant Advice Letter Sent: ____ Tax Invoice sent: ____
Receipt No: _____ Student ID Number: _____
Course Code/s: _____ Entered by: _____

Open Channel CO-OPERATIVE Ltd
SHED 4, NORTH WHARF ROAD
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Educational & Work Background

Highest School Completed: Grade ___ in year ___ _ _ _

Other Qualification/s since School:

Please outline previous film experience or related study if any. You may also attach a CV

Current Occupation:

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What are the three main things you would like to get from the course/s you are enrolling in?

1.
2.
3.

For computer-related courses (ie. Final Cut Pro editing), please rate your level of computer experience: (tick ✓ anywhere on the line below)

High - - - - Medium - - - - Low

Is this experience on a:

Mac PC

OFFICE USE ONLY: (last updated 14.3.12)	
Accreditation: _____	Student ID No _____
Course: _____	Paid Accred Fee: \$ _____
_____	\$ _____
_____	\$ _____

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