



**P.S.H.
PRACTITIONER TRAINING
PROGRAMME**

**APPLICATION
PACKAGE**

PLEASE BE SURE TO PRINT AND COMPLETE BOTH APPLICATION PAGES AND AFFIX THE SEPARATE PAGE REQUESTED ON PAGE 1



APPLICATION & REGISTRATION FORM

P.S.H. PRACTITIONER TRAINING PROGRAMME

Course #2019-01

I hereby apply to be admitted to the 2019 (FEBRUARY) P.S.H. Practitioner Training Programme and supply the following information in support of my application:

Surname: Given name/s:

Preferred name: Title: Ms / Mr / Mrs / Dr / Other

Address:

..... State: Postcode:

Phone/s: _____
Home Work Mobile Email

What is the highest formal education level you have reached?

Present (or most recent) occupation/s:

Do you have any previous training and/or experience in any health modality? Yes No

If yes, please summarise:

.....

.....

.....



Please attach a separate **typed** page giving your reasons for seeking P.S.H. training. Please write between 400 and 600 words, describing such things as how you became aware of P.S.H. and in what capacity and for what reasons you intend to use it. Any other information you think relevant is welcomed. All personal information received is kept strictly confidential.

I am applying for the February 2019 course and I enclose my cheque / credit card details, for the amount of: \$_____ being full payment / securing deposit for the above training program. I understand that if my application is not accepted or if for any reason this programme was deferred, this amount would be refunded immediately (unless I choose to leave it in credit for a later course*).

* Please Note: I.C.S.T.R. (AUST) cannot guarantee another course will follow the present

Signature: Date:

Please make cheques payable to: I.C.S.T.R. (AUST)

Forward this form and
your remittance to:
I.C.S.T.R. (AUST)
P.O. BOX 468
BUNGENDORE NSW 2621



NB: The closing date for this application and your full fee is MONDAY 28th JANUARY 2019

NOTE: We expect this course to book out before this closing date.

REFEREES:

The school requires that you have two referees over the age of 18 years who have known you personally for at least three years and who we may contact regarding your application. Please have your referees complete the following section:

1/ _____
 Print full name Phone number Relationship to applicant Signature

2/ _____
 Print full name Phone number Relationship to applicant Signature

APPLICANT TO COMPLETE:

As part of my application for inclusion in this course, I understand that all course requirements including full attendance of all Training Modules, completion of all written assignments and completion of all written and practical assessments to the satisfaction of the Course Directors is required in order for me to be eligible for graduation. I have also read, understand and agree to all conditions regarding attendance, fee payments, refunds, and all other requirements included in this application package. I also understand and agree that if I continue beyond the introductory module I have made a sincere commitment to complete the remainder of the course to the best of my ability.

 Name - (please print)

 Signature

 Date

Please note:

- (a) The school reserves the right to reject an application if it is found that the applicant has knowingly made any false representation/s in this application.
- (b) The school undertakes to do everything possible to place applicants in the course of their choice. (Suitable applications are processed in the order they are received and places are strictly limited.)

The school undertakes to pay students a pro-rata refund* of fees that have been paid in advance, in the event that the student wishes to discontinue the course following Module One OR, do everything possible to place the student into a following course at the appropriate module in the event that it becomes impossible to complete the present course. **Once Module 2 is commenced, no further refund is possible.**

Be sure to attach the separate page requested on page one of this form, so that your application can be processed.

* See the Payment Authority page for details of our refund policy.

PLEASE NOTE: If your address, phone number/s or other details change after application, please advise the school IMMEDIATELY

Please complete and return this form by post to: I.C.S.T.R. (AUST)

P O Box 468

BUNGENDORE NSW 2621

For queries related to your application, please contact Belinda Hawkins at I.C.S.T.R. (AUST) by phone on 0409 619 639 / 02 6238 2289 or via email belinda@belindahawkins.com.au.



WE SUGGEST YOU KEEP A COPY OF YOUR COMPLETED APPLICATION FORM

CALENDAR

P.S.H. PRACTITIONER TRAINING PROGRAMME

CALENDAR (FEBRUARY 2019) - Course # 2019-01



Introductory module	-	Starts Sunday morning Finishes Saturday afternoon	-	February 24th March 2nd
Second module	-	Starts Sunday morning Finishes Saturday afternoon	-	May 26th June 1st
Third module	-	Starts Monday morning Finishes Sunday afternoon	-	August 26th September 1st
Fourth module	-	Starts Monday morning Finishes Sunday afternoon	-	November 18th November 24th

TIMES: Days: 9.00 am ~ 5.30 pm



Arrivals: Introductory Module: Sunday from 8.30am – (9.00 am start)
Modules 2, 3, & 4: 9.00 am start
Departures: All modules: approx. 5.30pm



PLEASE NOTE: FOR MODULE ONE IT IS IMPORTANT TO ARRIVE EARLY ON SUNDAY MORNING – (from 8.30 am) – FOR A 9.00 am START

COURSE FEES:

The cost of this full programme (February 2019) - paid on or before Monday 28th JANUARY 2019, is \$14,850.00. The fee includes GST, all tuition & training materials, (plus morning & afternoon teas) for the entire course.

YOUR INVESTMENT: The programme is structured in such a way that the Directors expect students to recoup some of their investment during the course of the programme, as they work with clients.

VENUE:

Mackillop House and Conference Centre
50 Archibald St
Lyneham ACT 2602

Telephone: 02 6249 6182
<http://mackillophouse.org.au>





COURSE FEES

P.S.H. PRACTITIONER TRAINING PROGRAMME



[FEBRUARY 2019 - Course #2019-01]

FULL COURSE FEE

The full course fee must be paid in full on or before the closing date shown on the Application form.

Full Fee: \$14,850.00 (Includes GST) - (*Deduct Securing Deposit if it has been paid*).

The course fee includes all training materials, tuition and morning and afternoon teas for the entire course.



- Module 1 fee is calculated at a value of \$6,000.00 and Modules 2, 3, & 4 at \$2,950.00 each. Students are given the opportunity to discontinue following Module 1 in which case a refund of \$8,850.00* for the remaining Modules would be given. Once Module 2 is commenced it is presumed you have made a sincere commitment to complete the programme and no further refund is available.

* less any bank fees or other charges incurred by the school

See the *Payment Authority* sheet included in this package for further details about refunds.

- All fees quoted are in Australian dollars and include GST.





PAYMENT AUTHORITY
P.S.H. PRACTITIONER TRAINING PROGRAMME



Fees may be paid by personal or business cheque, bank cheque, money order, credit card (Visa / MasterCard) or via direct deposit (EFT).

For EFT payments, please make your deposit to the following account.

Please be sure to put your name in the reference field so the payment can be allocated to you.

I.C.S.T.R. (Aust)
Bendigo Bank
BSB: 633-000
Account No.: 163821606


When paying with credit card, please use the Authority below, or supply your card details by phone.

When paying by cheque, please make your cheque payable to: **I.C.S.T.R. (AUST)**

Fees should be posted to: I.C.S.T.R. (AUST)
P O Box 468
BUNGENDORE NSW 2621

REFUNDS:

In the event you did not want to continue with the course following Module 1, providing the school receives at least 4 weeks notice of your intention, you may withdraw at that time and receive a refund of the remaining fees (less any bank fees or other charges incurred by the school). Once Module 2 is commenced, it is presumed you have made a sincere commitment to complete the programme and no further refund is available. See the **Course Fees** page for details of module fees.

If paying by credit card, please use this authorisation: 



Please debit my
 MASTER / VISA

for the amount of: \$ _____:_____ Expiry date: /

NAME ON CARD: _____

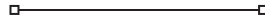
SIGNATURE: _____

ADDRESS: _____

USE BLOCK LETTERS PLEASE - Fees will be debited by I.C.S.T.R. (AUST)

SECURING DEPOSIT FORM

P.S.H. PRACTITIONER TRAINING PROGRAMME



[FEBRUARY 2019 - Course #2019-01]

The number of places in this course is **strictly limited**. If payment of the full fee would be difficult for you at this time, and you are paying more than 6 weeks prior to commencement, you may forward a securing deposit of \$1,485.00 and if your application is accepted, a place will be held for you **until all places are filled**, or until we receive the balance of the fee, at which time (places permitting) you will be registered. If for any reason your application is not accepted this deposit will be refunded immediately. To secure a place in this course, please complete this form and return it, together with the application/ registration form and a securing deposit of **\$1,485.00**. The balance of the fee **must be received by the closing date** shown on the application form.



NB: The application form MUST be completed & sent with this securing deposit

 ***Applications are processed in the order they are received***

Payment may be made by personal or business cheque, bank cheque, credit card, EFT or Money Order.


Cheques to be made payable to I.C.S.T.R. (AUST) please.

 [If this application is canceled by the applicant, an administration fee of \$148.50 will apply]

NAME:

ADDRESS:P/C

PHONE:(H)(W).....(Em)

If paying by credit card, please use this authorisation 

Please debit my
 MASTER / VISA

for the amount of: \$ _____:_____ Expiry date: /

NAME ON CARD: _____

SIGNATURE: _____

ADDRESS: _____

USE BLOCK LETTERS PLEASE - Fees will be debited by I.C.S.T.R. (AUST)

Please complete and return this form to: I.C.S.T.R. (AUST), PO Box 468, BUNGENDORE NSW 2621

FEE PAYMENT OPTIONS

P.S.H. PRACTITIONER TRAINING PROGRAMME



In an attempt to make fee payment more convenient, I.C.S.T.R. (AUST) offers applicants the following options:

A Full fee paid on or prior to the *closing date* shown on the Application/Registration form:

This may be paid in one lump sum or as many payments as is convenient for you.

Provided the full amount is received by the *closing date*, the scheduled fee will apply.

Payments after the closing date will only be accepted *with prior agreement* and will incur extra fees.

B Securing Deposit:

Where applying more than **6 weeks** prior to commencement, a securing deposit may be paid to secure a place in the course. The balance of the full fee must be received by the *closing date* shown on the application/registration form. (See the **Securing Deposit form**.)

TAX DEDUCTIONS

Applicants are advised that course fees may be tax deductible under the 'self education', Section 8 - 1 of the Australian Income Tax Assessment Act, for people working in related industries. Other types of tax deduction may be available for people operating other businesses. You should check with your accountant.

AN INVESTMENT IN YOUR FUTURE

Your course fees and related costs are a **business investment**. The I.C.S.T.R. (AUST) P.S.H. Practitioner Training Program is designed specifically as a **vocational training program**. Our aim is to teach you what is necessary to become gainfully employed in a new and rewarding career.

Please note that all fees quoted include 10% GST



Our Promise

Come to this program with a genuine interest and motivation to succeed and you will receive all the support and assistance necessary to fulfil your expectations.