

MADEC Australia

Personal Details or Enrolment Variation Form



VARIATION TO : <input type="checkbox"/> Personal Details <input type="checkbox"/> Enrolment Details (Please complete selected section as per below)							
Student ID:		Date of Birth:					
Student Surname:		Student First Name:					
Address at Enrolment:	Street :	Town/City:	State:	Postcode:			
Postal Address at Enrolment:		Town/City:	State:	Postcode:			
VARIATION TO <u>PERSONAL</u> DETAILS							
Title:	<input type="checkbox"/> MR <input type="checkbox"/> MRS <input type="checkbox"/> MS <input type="checkbox"/> MISS						
Surname:	Home PH:						
First Name:	Work PH:						
Residential Address:	Mobile No:						
Postal Address:	Email address:						
Employer /Company: (if applicable)	Employer Address: (if applicable)						
VARIATION TO <u>ENROLMENT</u> DETAILS							
UNITS TO BE MODIFIED				OFFICE USE ONLY			
ADD UNIT							
UNIT Code	Unit Name	Nominal hour	Date effective	Tuition Cost per nominal hour	Resource Cost	Total Unit Cost to be charged	Packaging rules checked against changes. Changes confirmed, checked and updated in VETTRAK by: (print name) Signature: Date:
Unit/s Added TOTAL						\$	

MADEC Australia

Personal Details or Enrolment Variation Form



REMOVE UNIT (Only complete if a unit is to be deleted – otherwise a withdrawal form must be complete for any commenced units to be changed)							
UNIT Code	Unit Name	Nominal hour	Date effective	Tuition Cost per nominal hour	Resource Cost	Total Unit Cost to be refunded	
Unit/s Removed TOTAL						\$	
Formula: <small>For a negative amount a refund will be arranged or +positive amount a new invoice will be raised for difference</small>		Total of new unit/s cost:	\$	Subtract - Total of removed unit/s cost:	\$	Total =	\$
Trainer/Assessor Signature:				Date:			
Student Signature:				Date:			
Employer signature (if applicable):				Date:			