



**THE COACHING
INSTITUTE**

Student Enrolment Form

NLP Practitioner, Trainer's Training



We recommend that you keep a copy of this document.

Please return the original along with payment and your signed copy of the terms and conditions to:

**Student Enrolments, The Coaching Institute, 335 Ferrars Street, South Melbourne, Victoria 3205
Fax (03) 9645 7002**

Please fill in all the below fields:-

Given Names: Surname:

Address:

..... Postcode

Tel (Day): Mobile:

Email Address:

Course	Deposit	Balance	Balance due in full
NLP 7 day Training	\$700	\$2795	30 days prior to your training date
Trainers & Public Speaking 4 day Training	\$500	\$1995	30 days prior to your training date

Payment Information

Course materials will only be sent once The Coaching Institute has received a completed deposit/ezypay form or payment in full by one of the following options:

1. Credit Card deposit or payment in full :

Please debit my Visa Bankcard MasterCard Amex the amount of \$ + 2% surcharge
Credit card payments are charged a 2% surcharge. Diners Club cards not accepted

Card number: Expiry Date:

Date: Signature:

2. Bank Transfer deposit or payment in full :

I have/will deposit/ed the amount of \$into The Coaching Institute's bank account, on the
(date):

Bank - Westpac, Account Name - The Coaching Institute, BSB - 033 305, Account No - 262 045

It would be appreciated if you put your name as a reference for your transfer. Please allow us 24 hours to verify your deposit has arrived. Thank you for your understanding.

3. Cheque deposit or payment in full :

I have posted/enclosed a cheque in the amount of \$made payable to "The Coaching Institute"
on the (date):

4. If only paying deposit now then Please arrange for balance to be processed via EZYPAY. Ezypay form must be completed and attached prior to receiving the pre-learning material and to secure your seat.

Preferred date of training: Signed: Date:



The Coaching Institute Terms & Conditions

The payment in full of the investment amount to The Coaching Institute entitles the Client to –

1. Attend the trainings the student has selected and receive the training services provided at that training
2. Receive a copy of the training materials that are relevant to the training service that has been selected at the time of enrolment

The Client, in consideration of The Course to be provided by The Coaching Institute under this agreement, agrees –

1. To pay the Fee in its entirety; the fee is not negotiable
2. Upon being accepted into their chosen program, that all course fees for that program are due in full regardless of whether or not the student chooses to complete the training
3. To indemnify & keep indemnified The Coaching Institute from & against all loss, damage or liability (whether criminal or civil) suffered & legal fees & costs incurred by The Coaching Institute resulting from breach of this agreement by the Client including if applicable any neglect or default of the Client's employees or agents
4. Not to cause or permit anything which may damage or endanger the intellectual property of The Coaching Institute or assist or allows others to do so (The Coaching Institute's intellectual property includes all aspects of The Coaching Institute's intellectual property in whatever form associated with The Coaching Institute, including but not limited to the rights contained in their website, stationary, customer lists, graphics, literature, style of trading, copyright, design rights, patents, logos, course materials and content etc)
5. Not to solicit, deal with or engage any of the personnel provided by The Coaching Institute to supply the Course for a period of two years from the date of the agreement without the prior written consent from The Coaching Institute, not deal with or engage in business dealings with any The Coaching Institute personnel
6. Not to make copies or distribute any of the written or audio materials from the Course other than as required to do so for the purpose of participating in the Course. Except as this Agreement specifically permits, at any time to divulge to any third party any part of the Confidential Information or of the Intellectual Property nor provide to any third party a copy of any document or audio recording which comprises or contains Confidential Information or Intellectual Property

Training -

1. I acknowledge that the training sessions which I will be required to participate in may be personally, emotionally and physically challenging for me and that they may be occasions in which I will feel emotional challenges including frustration, annoyance or stress. I agree that I have undertaken any necessary tests or investigations with a suitably qualified expert before commencing training to ensure that I am physically, mentally and emotionally fit for it
2. I will not hold The Coaching Institute liable for any loss or cost or damages incurred by me (or any person related to me) in the event of mental, physical, emotional stress or distress (or other ailment or condition) caused either directly or indirectly in relation to these training sessions. I will indemnify you in the event of any such claim
3. Cancellations made within 30 days of my training will incur a \$300 fee to cover the venue, catering and administrative costs
4. I acknowledge some training sessions will be recorded for training & marketing purposes

Miscellaneous

I acknowledge and agree to-

1. Courses and course fees are non transferable
2. That any publicity or information provided by The Coaching Institute in relation to the provision of the Course are for guidance only & are subject to alteration from time to time without consent from the Client
3. That in the event that The Coaching Institute is liable to any extent under this agreement or under general law The Coaching Institute's liability is to be limited to the amount of the Fee paid by the Client
4. That The Coaching Institute is not liable in any way if the Course contains materials which the Client is already familiar with
5. That The Coaching Institute has not made any representation that participation in the Course guarantees success as a Life or Executive Coach or NLP Practitioner or will guarantee income
6. Assessments required to achieve competency in the Course will be conducted
7. Any certificate or statement of attainment will only be awarded once competency is achieved & upon the completion of all payments
8. To have read the Student Handbook in its entirety
9. To have understood the terms of this agreement
10. To behave in an ethical and appropriate manner throughout their training and when dealing with all The Coaching Institute staff, contractors, trainers, students, clients etc
11. All difference which may arise as a result of this agreement shall be referred to a single arbitrator to be agreed upon by the parties

I have read, understood and agreed to the terms & conditions and the The Coaching Institute Student Handbook

Student Name: Signed: Date:

Course start date:



THE COACHING
INSTITUTE