

PROFESSIONAL STOCKBROKERS PROGRAM™ ENROLMENT FORM

Use BLOCK letters when completing this form and please retain a copy for your records.

1. PERSONAL INFORMATION AND CONTACT DETAILS:

Candidate ID *:	<input type="checkbox"/> Male	<input type="checkbox"/> Female		
Practitioner Member:	<input type="checkbox"/> Yes	<input type="checkbox"/> No <i>(if no, please refer to Section 6 of this enrolment form)</i>		
Post Nominal <i>(for existing members only)</i> :	<input type="checkbox"/> ASAA	<input type="checkbox"/> MESAA	<input type="checkbox"/> MSAA	<input type="checkbox"/> AFSAA
Title <i>(Mr, Mrs, Ms, Miss, Other)</i> :	First Name:			
Middle Name:	Surname:			
Date of Birth <i>(optional)</i> :				
Home Address:				
		State:	Postcode:	
Home Telephone No:		Mobile† No:		

EMPLOYMENT DETAILS:

Position Title:	
Organisation Name:	
Organisation Street Address:	
	State: Postcode:
Organisation Postal Address#:	
	State: Postcode:
Organisation Switchboard No:	Organisation Direct No:
Organisation Fax no:	
Email Address:	

* To be used by candidates for re-enrolment purposes.

† SMS results may be sent to this number. See Section 5 of this application.

Please be aware that your study materials and certification will be sent to the **Organisation Postal Address** listed here.

7. PAYMENT DETAILS

All fees must be paid at the time of enrolment.

<input type="checkbox"/> Cheque Enclosed (<i>payable to Stockbrokers Association</i>)			
<input type="checkbox"/> Credit Card† (<i>details below</i>)			
Charge†:	<input type="checkbox"/> Amex	<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard <input type="checkbox"/> Diners
Amount Payable: \$			
Name of Cardholder:			
Account Number:			
Signature:		Expiry Date:	Amex ID:

† merchant fees now apply to credit card payments.

Amex 3.1%, Visa 1.5%, Mastercard 1.5%, Diners 4%

This registration form will serve as a Tax Invoice for GST purposes when you make payment

ALL ENQUIRIES & APPLICATIONS SHOULD BE DIRECTED IN THE FIRST INSTANCE TO:

Stockbrokers Association of Australia (ACN 089 767 706)
PO Box R1461, Royal Exchange NSW 1225
Telephone: (02) 8080 3200
Fax: (02) 8080 3299
Email: education@stockbrokers.org.au
Website: www.stockbrokers.org.au

STOCKBROKERS ASSOCIATION CANCELLATION/REFUND POLICY

Fees will not be refunded if a candidate withdraws after study notes have been dispatched or student access to Subject Rooms has been activated, except under the following circumstances:

- Where the candidate's application for enrolment is declined by Stockbrokers Association.
- Whereby reason or reasons beyond the candidate's control, including acts of government authorities, civil strikes and riots, the student is prevented from studying an accreditation.
- Where Stockbrokers Association cancels an accreditation in which the candidate has enrolled or where the commencement of the accreditation is postponed for more than four weeks.

Fees will be refunded only when an enrolled candidate withdraws before dispatch of study materials. An administration fee of \$110 will apply in this instance. Substitutes will be allowed provided that the enrolment period is valid. Organisations/candidates are to apply in writing to the Stockbrokers Association.

GUIDELINES FOR ENROLMENT: Enrolments received and processed via the Stockbrokers Association by the Wednesday of each week will receive their Student Portal Login from DeakinPrime on the following Monday and materials by the following Wednesday. It is advisable that students enrol **prior to or on the Wednesday of each week.**

DEFERRAL OF STUDY: The Professional Stockbrokers Program™ (Core 1 + elective) must be completed within a two year period. At any time during the two years deferral of study may be approved for a period of up to 12 months in cases of severe or long-term illness or personal or immediate family trauma. Formal application must be made to defer a study program. Appropriate documentation must be provided with the application. An administrative fee of \$110 will apply.

RESIT OR REMARK OF AN ASSESSMENT: Candidates may request in writing a remark of an assessment. This includes either a re-sit of an examination or a resubmission of an assignment. The fee for re-sits and remarks is \$250 per accreditation examination and/or assignment.

****NEW APPLICANTS:** Please note that enrolments by non-members at Practitioner Membership rates are subject to Stockbrokers Association approval. Should your membership application be unsuccessful, non member prices will be charged.