

APPLICATION FORM



Kinesiology Business School
P.O. Box 718 Dee Why NSW, 2099
AUSTRALIA

I am enrolling into: (TICK the appropriate course and location)

- Online
Live Training Australia
Live Training International

- Classic Kinesiology (CK101 - foundation training)
Certificate of first-degree CKI Comprehensive Kinesiology
Certificate of second-degree CKII Comprehensive Kinesiology
Certificate of third-degree CKIII Comprehensive Kinesiology

- MKTT Certificate 1 CK101 Teacher Training (non-professional level)
MKTT Certificate 2 CKI Teacher Training (to become practitioners)
MKTT Certificate 3 CKII Teacher Training (to become practitioners)
MKITT Certificate CK101-CKII Instructor Training (to train teachers)

- Certificate of WK Worldwide Kinesiology
Certificate of CCK Concise Communication for Kinesiologists

- BBFK Business Builders for Kinesiologists
Breaking the Barriers

Student Contact Details:

*Please write your legal name/the name to be printed on your certificates/invoices

Family name (Surname): First given name: Second given name:
Home address:
Suburb: State: Postcode:
Postal address (if different from above):
Home phone:
Mobile phone:
Email address:
Alternative email address (optional):
Occupation:

Please check this box if you wish to have your invoices sent to your business (and complete below):

Business name:
Business ABN: Address:
Work phone: Work email:

Emergency details. Kinesiology Business School is guided by our Duty of Care to our Students. For your safety during training and assessment, we must have access to your emergency details and permission to contact this person should it be required.

Contact name:
Relationship:
Address:
Suburb: Postcode:
Telephone: Email:

Personal details:

Date of birth (dd/mm/yyyy): Gender: Country of birth:
Country of citizenship:

Referred by:

Have you studied Kinesiology before? Y/N What did you like about that experience?

What do you feel you needed that you didn't get in previous training?

Please share the main objective you have for studying with us:

[Blank lines for sharing objectives]

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General Information:

Kinesiology Business School invoices can be paid by:

- bank transfer (*email us for details*)
- a PayPal/Pay in 4 payment option, which may incur a fee
- using our website secure platform.



- Manuals are currently in print format only (*provided internationally by our closest printing office to you.*)
- Live attendance is required for face-to-face training; this includes both online and in-person. Recorded video trainings are not recognised by the AKA (*Australian Kinesiology Association*) for membership purposes.

NOTE: Online students must have their cameras turned on during classes - no exceptions.

- Students are required to have a computer for access to our online support/assessments.

Kinesiology Business School Trading Pty Ltd.

Important information - **Please read and ensure you understand the following: PRIOR TO ENROLMENT.**

Kinesiology Business School is **not an RTO**. We do however adhere to the highest industry standards of Australia. Due to this, we choose to provide all students the following information (*prior to enrolment upon request*):

TRAINING: Information on training services provided by Kinesiology Business School Trading Pty Ltd is available both online, via email or by phone.

Prior to enrolling into your chosen course, ensure you have a full understanding of the structure of the course. All courses are delivered in line with Australian Kinesiology Association requirements and are also recognised by the International Institute for Complimentary Therapists (IICT). Courses are delivered as theory lessons with practical along with experiential components, and all participants must ensure they can and do undertake all aspects of training. All costs, course durations and outcomes are available from the online office by email or on the website directly.

ASSESSMENTS: Will be conducted after the following requirements are met:

- successful completion of all required training
- paid any outstanding fees
- strictly within the allocated time window for your specific course/training.

Additional assessment processes will be explained to you at the time of training. Should you have any additional questions regarding your assessment method or have any concerns, please discuss these with us and be sure to use our online terms and conditions section for more details as well. No RPL is available for our courses.

SUPPORT SERVICES AND SPECIAL NEEDS: Kinesiology Business School Trading Pty Ltd will take every possible action to ensure we support you throughout your training and assessment process. If at any point throughout your course you require any assistance or support, please discuss these needs with us (*within 7 days of any issue*) and we will do our best to help. If you have any special needs, including language and literacy, learning, mobility, visual impairment or hearing, please notify us prior to enrolment to allow us to cater for your needs. If you do not notify us of any condition that may affect your learning, we will not be able to assist you if the need arises.

YOUR RIGHTS: As part of your training and assessment, you have various rights. Kinesiology Business School Trading Pty Ltd wants to ensure your time spent with us is both beneficial and enjoyable. If at any point you feel harassed, discriminated against or abused, please notify the Principal/CEO immediately either via email, phone or in writing. If you feel you need to complain about an aspect of service or training and assessment, you may do so in writing. Appeals on any decision made by Kinesiology Business School Trading Pty Ltd must be done so in writing within 7 days of any issue. For more information on your rights, please contact the Principal/CEO.

PRIVACY POLICY: In compliance with the Privacy Act, the information requested on this enrolment form will only be used for the process of enrolment and maintaining the student records. All information will be kept confidential.

MEDIA RELEASE: At times during the course, staff/contractors may take photos/video for use in promotional activity and/or student training material. Online training may be recorded. By signing this form, you acknowledge your acceptance in participating in such activities (*more details can be found on your course agreement*).

RULES AND REGULATIONS

1. To complete your enrolled course, you must be able to fulfil the following obligations:

- Demonstrate to the Trainer and Assessor through attendance and assessment, in writing, practice and theory that academic and professional skills have been obtained to a satisfactory and highly competent level.
 - Satisfy all academic, administrative, and financial obligations to the organisation.
2. Students must promptly notify Kinesiology Business School Trading Pty Ltd of any change of name, address and contact details.
3. Mobile phones must be switched off during class and no recording is permitted by students/attendees at any time.
4. Students may be suspended or withdrawn from Kinesiology Business School Trading Pty Ltd at the Principal/CEO's discretion for:
- non or late payment of fees
 - failure to uphold or maintain any of Kinesiology Business School Trading Pty Ltd ethics, requirements, policies and procedures
 - serious misconduct or breach of legislation (*including but not limited to cheating in assessments or verbally expressing intention of unethical behaviour regarding our IP e.g. implying use of our IP without qualification and authorisation*).

REFUNDS/FEES/PAYMENT PLANS

Our paid courses/trainings/events and assessments come with certain terms and conditions surrounding payments, payment plans and refunds. The details are available via our website www.kinesiologybusinessschool.com. Please go to our Terms and Conditions page and read this now to ensure you understand our terms of service and payment prior to choosing to train with us.

Do not sign below or pay any course fees if you feel you have not received the information needed on all the above points. Please ask Kinesiology Business School Trading Pty Ltd staff to explain or provide written information on the above (*if needed*) before enrolling and signing below.

Student declaration. I, have read, understand and agree to the following:

- a) I will follow all the study instructions, ethics, rules and regulations as outlined on this page as well as all policies in the student manuals and website.
- b) I release and hold harmless Kinesiology Business School Trading Pty Ltd, its Principal/CEO, staff, agents and related entities in respect of any property loss or personal injury that I may sustain whilst participating in or as a result of my course.

All the information you have given is true and correct.

I understand that during Kinesiology training some therapeutic physical touch may be required.

I understand and agree that at any time should I feel uncomfortable **I will express this verbally at the time.**

I understand that at any time during my training, I have full permission to ask questions and/or leave the training, and I agree that I will do so at my own discretion and that I am attending/registering for this training under my free will.

Name: _____ Signed: _____ Date: _____

Under 18 years of age? Y/N If Y, the session is observed and provided with permission of your legal guardian, named below:

Legal guardian name: _____ Contact number: _____ Signature: _____