

2010 Course Enrolment Form

MASTER OF APPLIED FINANCE
GRADUATE DIPLOMA OF APPLIED FINANCE
GRADUATE DIPLOMA OF FINANCIAL PLANNING
GRADUATE CERTIFICATE IN APPLIED FINANCE



www.kaplanprofessional.edu.au

USE BLOCK LETTERS WHEN COMPLETING THIS FORM AND PLEASE KEEP A COPY

SECTION 1 – PERSONAL INFORMATION AND CONTACT DETAILS

Personal Information

I am a: New student Continuing student Student ID: _____

Title: Mr / Ms / Mrs / Miss / Dr / Other (please specify): _____

First name: _____ Preferred name: _____

Middle name(s): _____ Last name(s): _____

Gender: Male Female Date of birth: _____

Company name: _____ Title/Position: _____

Contact Details

Note: If you are a continuing student and your contact details have not changed since you last enrolled, please proceed directly to Section 2.

Home: () Work: () Mobile: _____

Email: _____

Mailing Address: Home Business _____

Street address / PO Box: _____

Suburb: _____ State: _____ Postcode: _____

Country: _____

SECTION 2 – ENTRY REQUIREMENTS AND EVIDENCE

Note: Please refer to www.kaplanprofessional.edu.au/Study_Information/Financial_Services/PG_Entry_requirements for more details.

Method of Entry

- I have a related qualification* I have an unrelated qualification and 2 years related industry experience^
 I have applied for Non-Degree Entry – please attach I have applied for Headstart Entry – please attach

*Please list your qualification(s) below and post a certified copy(s) or hand deliver the original(s).

^Please post a copy of your resume and a letter from your employer.

Qualifications	Institution	Year completed

SECTION 3 – COURSE AND SUBJECT SELECTION

Course Selection

Please select the course you wish to enrol in:

- Master of Applied Finance
 Graduate Diploma of Applied Finance
 Single subject only
 Graduate Diploma of Financial Planning
 Graduate Certificate in Applied Finance

Subject Selection

Face-to-face practitioner sessions are only available for core subjects in some capital cities.

For all subjects, pre-recorded downloadable lectures and practitioner facilitated online discussion forums are available.

Note:

- Please only list the subjects that you wish to be enrolled in for the upcoming study period.
- Access to the subject material will be made available 4 weeks prior to commencement of the study period via students' Subject Room.
- Due to the structure of the FIN234 assessment, enrolments will close at the end of week 2. To ensure you have time to prepare for the first piece of assessment, you must enrol into this subject before 5pm Friday 1 October 2010 for Trimester 3. Requests for enrolment into this subject after this date will need to be discussed with a student adviser to ensure full understanding of the time commitment required to complete the assessment.

Are you a Finsia member? Yes No

Subject code	Subject name	Delivery options
		<input type="checkbox"/> Distance Education <input type="checkbox"/> Face-to-Face Practitioner Session*
		<input type="checkbox"/> Distance Education <input type="checkbox"/> Face-to-Face Practitioner Session*
		<input type="checkbox"/> Distance Education <input type="checkbox"/> Face-to-Face Practitioner Session*
		<input type="checkbox"/> Distance Education <input type="checkbox"/> Face-to-Face Practitioner Session*

*Available for core subjects only. Kaplan Professional reserves the right to limit places in its face-to-face practitioner sessions, to alter subject content as market needs dictate, and to withdraw or postpone subjects. All students studying with Kaplan Professional require access to a computer and the internet.

SECTION 4 – PAYMENT

All fees are in Australian dollars and are subject to change without notice. GST is included where applicable. Fees must be paid at the time of enrolment.

REGISTRATION FEE			Total \$
New student registration fee (Applicable to all students enrolling into a postgraduate course for the first time.)	<input type="checkbox"/> \$250		
ADMINISTRATION FEE			Total \$
Financial training administration fee (Students enrolling in a single accredited subject that they do not wish to credit towards an award course must pay an administration fee per subject.)	<input type="checkbox"/> \$100		
SUBJECT FEE (APPLICABLE PER SUBJECT)			Total \$
No. of subjects enrolled in	Standard	Finsia Member	
	<input type="checkbox"/> \$1,450	<input type="checkbox"/> \$1,305*	
GRAND TOTAL AUD\$			
Discount available only for new Kaplan students enrolling in their first postgraduate subject			

*If claiming the Finsia membership discount (eligible for first postgraduate subject only) please provide your Finsia Membership number and the promotional code (the promotion code can be found by logging into the Finsia membership page). The promotional code must be provided at the time of subject enrolment in order to receive the discount.

Finsia Membership No.:

Promotional Code:

By entering the Promotion code, you authorise that Kaplan Professional can provide your details to Finsia in order to validate your membership status.

Student Declaration

I hereby apply for enrolment with Kaplan Professional. I agree that if this application for enrolment or assessment is accepted by Kaplan Professional, I will be bound by the rules, regulations, by-laws, policies and procedures of Kaplan Professional as laid down from time to time, including any disciplinary procedures. Please refer to Kaplan Professional education policies outlined in the “Study Information” section at www.kaplanprofessional.edu.au. I confirm that the information provided by me in this form is in all respects correct and complete to the best of my knowledge and belief, and I consent to it being used by Kaplan Professional. I acknowledge that Kaplan Professional reserves the right to refuse my application for enrolment or assessment. I acknowledge that if at any time my conduct in classes, online discussion forums, assessment or otherwise is considered by Kaplan Professional to be inappropriate, Kaplan Professional reserves the right in its discretion to refuse me permission to attend any Kaplan Professional events or sit for any Kaplan Professional assessment, or to impose any penalty set down in Kaplan Professional’s disciplinary procedures, whether or not I withdraw from the course or any subject. I acknowledge that Kaplan Professional’s determination in respect of examination and assessment results is final and will not be subject to discussion or negotiation except in accordance with Kaplan Professional’s education policies.

Signature: _____

Date: _____

SECTION 8 – ENROLMENT CHECKLIST

- I have attached supporting documentation (i.e. certified copy of qualification(s), entry kit)
- I have signed and dated the student declaration
- I have calculated all fees payable and completed payment details

SECTION 9 – SURVEY FOR NEW STUDENTS

Your responses to the following questions will help us provide you with the best possible service. Please answer all questions.

Note: you are not required to complete this section if you are a continuing student.

1. How did you hear about Kaplan Professional? If advertisement or website, please specify _____

2. Why did you choose to study with Kaplan Professional?

- | | |
|--|--|
| <input type="checkbox"/> Strongly recommended by employer | <input type="checkbox"/> Advice from my Human Resources department |
| <input type="checkbox"/> To better manage my personal finances | <input type="checkbox"/> Price of the course |
| <input type="checkbox"/> To gain a better professional qualification | <input type="checkbox"/> Subject availability |
| <input type="checkbox"/> Relevant to current role | <input type="checkbox"/> Study mode options |
| <input type="checkbox"/> Reputation of Kaplan Professional | <input type="checkbox"/> As a key to enter the finance and investment industry |
| <input type="checkbox"/> To increase my understanding of financial markets | <input type="checkbox"/> Other |

3. What industry are you in? (tick one category)

- | | |
|--|---|
| <input type="checkbox"/> Accountancy | <input type="checkbox"/> Investment Banking |
| <input type="checkbox"/> Banking (excluding Investment Banking) | <input type="checkbox"/> Legal |
| <input type="checkbox"/> Consultancy | <input type="checkbox"/> Media |
| <input type="checkbox"/> Exchanges | <input type="checkbox"/> Mining/Resources |
| <input type="checkbox"/> Financial Advising/Planning | <input type="checkbox"/> Other Non-Banking Financial Institutions |
| <input type="checkbox"/> Financial Services Regulation | <input type="checkbox"/> Property |
| <input type="checkbox"/> Funds/Investment Management – Wholesale | <input type="checkbox"/> Retired |
| <input type="checkbox"/> Government | <input type="checkbox"/> Stockbroking |
| <input type="checkbox"/> Information Technology | <input type="checkbox"/> Student |
| <input type="checkbox"/> Insurance | <input type="checkbox"/> Other (please specify) |

4. Choose the industry segment that most closely relates to your work (tick one category)

- | | |
|--|--|
| <input type="checkbox"/> Banking – Retail/Commercial | <input type="checkbox"/> Mortgage Broking |
| <input type="checkbox"/> Capital/Money Markets – Wholesale | <input type="checkbox"/> Regulators/Government |
| <input type="checkbox"/> Corporate Finance | <input type="checkbox"/> Service Providers (e.g. law/accounting/IT/HR) |
| <input type="checkbox"/> Funds management/Superannuation – Retail | <input type="checkbox"/> Stockbroking |
| <input type="checkbox"/> Funds management/Superannuation – Wholesale | <input type="checkbox"/> Wealth Management |

5. What is your primary job function? (tick one category)

- Academic/Lecturer
- Accountant
- Actuary
- Administrator
- Asset Consultant/Manager
- Auditor/Audit Manager
- Bank Manager
- Bank Officer/Teller
- Banking Advisor/Consultant
- Business Analyst
- Business Banking Manager
- Business Development Manager
- Chairman
- Chief Executive Officer/Managing Director
- Chief Finance Officer
- Chief Information Officer
- Chief Operations Officer
- Company Director
- Company Secretary
- Compliance Officer/Manager
- Corporate Lender/Finance Manager
- Corporate Treasurer/Treasury Manager
- Credit Analyst
- Credit Risk Manager
- Data Analyst
- Economist
- Equities Analyst/Strategist
- Equities Dealer
- Financial Planner/Adviser
- Fixed Income Analyst
- Fixed Interest Dealer
- Foreign Exchange Dealer
- Funds/Investment Manager
- Futures Dealer
- General Manager
- Human Resources Manager/Officer
- Insurance Manager/Analyst
- Investment Analyst
- Investment Banker
- Investor Relations Manager
- IT Manager/Consultant
- Journalist
- Lawyer/Solicitor/Barrister/General Counsel
- Lending Manager
- Marketing Director/Manager
- Mergers & Acquisitions/Takeovers Adviser
- Mobile Lender/Manager
- Money Market Dealer
- Mortgage Broker/Lender
- Operations Manager
- Para-planner
- Policy Researcher/Adviser
- Private Banker
- Private Client Adviser
- Private Equity Manager
- Programmer Analyst
- Project Manager/Officer
- Property Trust/Investment Manager
- Property Valuer
- Regulator
- Retail Banking Manager
- Retired
- Risk Manager/Analyst
- Settlements/Back Office Administrator
- Stockbroker
- Strategic Planner
- Systems Analyst
- Taxation Consultant/Manager
- Technical Analyst
- Trader
- Underwriter
- Valuer

Please send the completed enrolment form and any supporting documentation via:

MAIL GPO Box 9995, Sydney NSW 2001

FAX 02 9908 0250

For application assistance call: 1300 135 798