



### SECTION 3 – APPLICANT DECLARATION

- I have completed Chartered Accountants Australia and New Zealand’s pre-enrolment and received approval to enrol in the Business Valuation Specialisation workshop or online course.
- I agree to Kaplan informing Chartered Accountants Australia and New Zealand of my completion of a workshop or online course including my assessment result.
- I have signed and dated the applicant declaration.
- I have calculated all fees payable and completed payment details.

#### Privacy

We recommend that you read Kaplan’s Privacy Policy published on our website.

I hereby apply for enrolment with Kaplan Higher Education Pty Ltd (Kaplan). I agree that if this application for enrolment or assessment is accepted by Kaplan, I will be bound by the rules, regulations, by-laws, policies and procedures of Kaplan as laid down from time to time, including any disciplinary procedures. Please refer to Kaplan education policies outlined in the ‘student policies’ section at <http://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. I acknowledge that Kaplan reserves the right to refuse my application for enrolment or assessment. I acknowledge that if at any time my conduct in online discussion forums, assessment or otherwise is considered by Kaplan to be inappropriate, Kaplan reserves the right in its discretion to refuse me permission to attend any Kaplan events or sit for any Kaplan assessment, or to impose any penalty set down in Kaplan’s disciplinary procedures, whether or not I withdraw from the course or any subject. I acknowledge that Kaplan’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’s education policies.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

#### BVS participant declaration

I am enrolling into the Business Valuation Specialisation course and I acknowledge that Kaplan may provide my name and subject enrolments details, including subject results to Chartered Accountants Australia and New Zealand.

**I have received approval from CAANZ to undertake assessment through a portfolio interview. Please attach proof of approval.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### SECTION 4 – PAYMENT

**All fees are in Australian dollars** and GST is included where applicable. Fees must be paid at the time of enrolment. For information on refunds and transfers, refer to the policies at [www.kaplanprofessional.edu.au](http://www.kaplanprofessional.edu.au).

#### Fees

Online	\$1,350
Workshop	\$2,250 (includes online e-learning access)
Portfolio assessment	\$450 (additional charge to online or workshop)

- Cheque:** Please find my cheque made payable to **Kaplan Professional** attached.

Cheque No. \_\_\_\_\_

- Credit card payment:** We take your privacy seriously – Kaplan is unable to accept credit card details via email or in a word/pdf document format. If you wish to make a payment by credit card, please indicate how you would like to pay below.

We will contact you once your invoice is ready to arrange payment over the phone or via your secure online student portal.

I wish to pay by  MasterCard  Visa  AMEX (Additional 2.5% surcharge)

<input type="checkbox"/> Pay online	Kaplan will email you a copy of your invoice once it is ready to pay online via your student portal.		
<input type="checkbox"/> Pay over the phone	Kaplan will call once your invoice is ready to pay. If the person Kaplan needs to contact is not you, please provide their name and the best contact number to reach them below.		
Contact name		Contact number	
<b>Total payment</b>	<b>\$</b>		

Please send the completed enrolment form via:

**MAIL** Kaplan Professional  
Level 4, 45 Clarence Street,  
Sydney NSW 2000

**EMAIL** [studentadvice@kaplan.edu.au](mailto:studentadvice@kaplan.edu.au)

**APPLICATION ASSISTANCE:** Contact 1300 135 798 (+612 8248 7611)