

Study Hub Booking Form

Please complete the below outlining your request to book a place in a Study Hub.

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| Students name: | |
| Students email address: | |
| Students contact number: | |
| Students TLC Trainer: | |
| Hub location (Southside or Northside): | |
| Scheduled Date/s: | |

Please complete the following:

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| Payment: | No *fee applies to current students of TLC enrolled in CHC30113 Certificate III in Early Childhood Education and Care or CHC50113 Diploma of Early Childhood Education and Care. |
| Agreement: Participant listed above must sign. | <p>I confirm the above details to be correct. I understand that I am booking in to attend the date/s indicated</p> <p>*FEES</p> <p><input type="checkbox"/> I further understand that:</p> <p>a) should I fail to attend the study hub once I have confirmed my place by signing this form without providing 48hrs notice , or</p> <p>b) should I fail to provide a medical certificate for non-attendance or I don't provide notice within 48hrs prior to class start time,</p> <p style="padding-left: 40px;">✓ that I will be liable for a no show fee of \$15 per study hub, and</p> <p style="padding-left: 40px;">✓ the fee will be added to my account and payable within 7 days.</p> <p style="padding-left: 40px;">✓ If I am a Yr12 Fee Free student, I will still be liable for any applicable 'no show' fee.</p> <p>Student signature: _____ Date: ____ / ____ / ____</p> |
| Office use only: | <p><input type="checkbox"/> Place confirmed. Date: ____ / ____ / ____</p> <p><input type="checkbox"/> Student attended.</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No (if no, and no notice or certificate provided - issue invoice)</p> <p><input type="checkbox"/> Invoice issued. Date: ____ / ____ / ____</p> |

**Please forward this completed agreement to TLC Training Solutions by:
email: enrolments@tlctrainingsolutions.com.au or give to your trainer.**