

This form authorises Brisbane North Institute of TAFE to invoice an Apprentice/Trainee or their Parent/Guardian for enrolment fees relating to workplace training. All due fees must be paid within 14 days from date of enrolment. Cannot be used for an Apprentice/Trainee attending block training.

IF037 "Authority to Invoice Employer or 3<sup>rd</sup> Party" must be completed if Employer accepts responsibility for payment.

<b>APPRENTICE/TRAINEE DETAILS</b>	<b>Apprentice/Trainee Name:</b>	
	<b>Apprentice/Trainee Address:</b>	
	<b>Qualification:</b>	
	<b>Employer Name:</b>	
	<b>Employer Address:</b>	
	<b>Employer Phone No:</b>	

**TO BE COMPLETED IF PARENT/GUARDIAN ACCEPTS RESPONSIBILITY FOR PAYMENT**

<b>GUARDIAN DETAILS</b>	<b>Parent/Guardian Name:</b>	
	<b>Parent/Guardian Address:</b>	
	<b>Parent/Guardian Phone No:</b>	
	<b>Parent/Guardian DOB:</b>	

- Please complete the attached Student Personal Details Form.
- You are entitled to pay a concessional enrolment fee if:- *(please tick the appropriate box/boxes below)*
  - You are the holder of a current Pensioner Concession Card or Health Care Card
    - you must attach a photocopy of your card
  - You are under 17 years of age at 28 February this year and have NOT completed Year 12
    - you must attach proof of date of birth
  - You are either Aboriginal or Torres Strait Islander
    - you must provide a letter from an elder or community organisation
- By signing this form **I agree to pay all fees and charges** due to Brisbane North Institute of TAFE **within 14 days** from the date of enrolment.

<b>Apprentice/Trainee Signature:</b>		Dated: / /
<b>Parent/Guardian Signature:</b> <i>If Apprentice/Trainee is under 18 years</i>		Dated: / /

<b>OFFICE USE ONLY</b>	<input type="checkbox"/> Enrolment Successful <input type="checkbox"/> PPL BNI_WPLACE_UC Applied <input type="checkbox"/> Invoice Generated
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