

# Registration Form / Tax Invoice

This registration will form a TAX INVOICE upon payment for the Mathematics Teaching and Learning Centre Professional Development Sessions at Australian Catholic University, 2008.

School \_\_\_\_\_

School Address \_\_\_\_\_

School Phone Number \_\_\_\_\_ School Fax Number \_\_\_\_\_

Contact responsible for all correspondence \_\_\_\_\_

**Please list participants and sessions for which payment is enclosed:**

Session No.	Date of Session	Teacher's Name	Teacher's Year Level	Teacher's email address (must be filled in correctly and clearly)	Amount Payable
<b>Total Amount Payable incl. GST</b>					<b>\$</b>

**REGISTRATION FEES:** \$195 per person per day incl. GST (The cost of the 2 day programs is \$390 per person).

**DISCOUNT:** Where a school registers for 5 or more MTLC Professional Development Days, on the one form, the rate is discounted to \$175 per person, per day.

Make cheques payable to "ACU National Ltd" and addressed to the attention of Rose Knight (ph 9953 3277; fax 9953 3535) at ACU National, MTLC, Locked Bag 4115, Fitzroy Business Centre, 3065.

Numbers are strictly limited. Given the popularity of the programs and for catering reasons, it is essential that you receive confirmation of your enrolment by fax, letter or email prior to attending. Confirmations are sent out after payment is received. Positions are not held until payment is made. **All fees are non-refundable for cancellations.** Should you wish to swap to another session after enrolment, this must be done in writing, at least one week prior to your original session, otherwise a new registration fee will be charged.

If you have not received a response to your paid application within two weeks of sending the cheque, please contact Rose Knight or Anne Roche on 9953 3277. You are required to bring your confirmation of enrolment on the first day.

Parking is available on a first come first served basis in the rear car park (enter via Young St off Victoria Pde) for \$11.00. However, public transport is strongly recommended. Any queries please contact us on 9953 3277.

For information on getting to ACU National (St Patrick's campus) please check the website:  
[http://www.acu.edu.au/acu\\_national/our\\_campuses/melbourne/getting\\_here](http://www.acu.edu.au/acu_national/our_campuses/melbourne/getting_here)