ENROLMENT FORM
Transport Management Course for Bus Operators (TMC)

Please note my enrolment and confirmation of payment details below together with my signature confirming that I wish to enrol in TMC.

1. Subjects Offered (Year 2020):

<table>
<thead>
<tr>
<th>Subject</th>
<th>Recently Completed</th>
<th>Semester 1, 2020</th>
<th>Semester 2, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subject 5101: Introduction to Bus Safety</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subject 5102: Safety Risk Management for Bus Operators</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subject 5103: Financial Management for Bus Operators</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Subject 5104: Business Development for Bus Operators</td>
<td></td>
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</tr>
</tbody>
</table>

*Subject 5101 and 5102 are now delivered via the Bus Safety Management Program (BSMP) and no further enrolments are accepted into these two subject names. Enrolment into 6101 and 6102 are available via a separate enrolment process.

2. Semester Dates (Year 2020):

<table>
<thead>
<tr>
<th>Semester</th>
<th>Enrolment Closes Year 2020</th>
<th>Semester Commences Year 2020</th>
<th>Semester Ends Year 2020</th>
<th>Duration Year 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Friday, 7 February 2020</td>
<td>Monday, 2 March 2020</td>
<td>Tuesday, 26 May 2020</td>
<td>12 weeks</td>
</tr>
<tr>
<td>2</td>
<td>Friday, 12 June 2020</td>
<td>Monday, 6 July 2020</td>
<td>Tuesday, 29 September 2020</td>
<td>12 weeks</td>
</tr>
</tbody>
</table>

Semester Closing Dates are Fixed – To Avoid Disappointment - Please Ensure that Submission of the Enrolment Form and Payment is Sent Prior to the Relevant Semester Closing Date. Please note that a quota applies for in-take into Semester 1 and 2. Applicants will be informed of acceptance of enrolment within 5 working days AFTER submission of the form.

3. Do you wish to be included on the Study Group List for the Semester you are enrolling in?  
   YES  NO
   (The Study Group List is for student networking purposes and will be distributed at the commencement of each Semester)

4. My reason(s) for wishing to undertake this course are: _______________________

5. Course Costs for 2020:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Financial Management for Bus Operators</th>
<th>Business Development for Bus Operators</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fees for 2020 Enrolments</td>
<td>$1,950</td>
<td>$1,950</td>
</tr>
</tbody>
</table>

The course is GST exempt as it is likely to add to employment related skills. In the unlikely event that a GST is applicable we reserve the right to recover any GST and associated costs. The Monash University ABN is: 12 377 614 012.

6. Payment Procedure via the Shop.Monash University payment system Debit / Credit Card Only via Mastercard or Visa or PayPal

*Note if you cannot complete the payment via the Shop.Monash University payment system with a debit/credit card or PayPal, you can pay via an Official Bank Cheque or a Postal Note from Australia Post (payable to Monash University). NOTE: Personal or business cheques or cash cannot be accepted. If you choose this payment option, please send the official Bank Cheque or Postal Note from Australia Post together with the completed Enrolment Form to the contact address provided below by the closing date of the relevant semester.

7. I confirm that I have completed the payment of $………………….. for enrolment in the subject(s) ticked at Item 1 above  
   YES  NO
   If you have not completed the payment, please do so before sending the Enrolment Form via email, fax or mail.

8. Postal Address: Title: ……… First Name: …………………………… Surname: ……………………………

   Organisation: ……………………………………………………………………………………………………….
   Suburb/Town: ……………………………………… State: ……… Postcode: ………… Tele (Work): ……….
   Mobile: ………………………………………………… Email: …………………………………………………

9. Signature of Applicant is Required: ……………………………………………………………………………

   An email address is required – please provide

Brenda O'Keefe
Monash Institute of Transport Studies
Department of Civil Engineering, 23 College Walk (Building 60)
Monash University VIC 3800

Contact Details:
Tel: 03 9905 9627
Fax: 03 9905 9493
Email: businfo@eng.monash.edu.au

Issue Date: 13 December 2019