

Please fill in all details on the registration form. One registration form per person STARS reserves the right to limit the number of people attending from any one organisation

First name \_\_\_\_\_

Last name \_\_\_\_\_

Organisation \_\_\_\_\_

Volunteer  Staff

Supervisor's name \_\_\_\_\_

Service \_\_\_\_\_

Phone No \_\_\_\_\_

Email address for invoice \_\_\_\_\_

Participant's Email \_\_\_\_\_

Participant's Mobile \_\_\_\_\_

Participant's USI (Unique Student Identifier) for accredited training only \_\_\_\_\_

Course Details \_\_\_\_\_

Venue \_\_\_\_\_

Date/s \_\_\_\_\_

Special Training Needs (eg. Literacy, Sensory or Mobility): \_\_\_\_\_

Special Dietary Needs (eg. Vegetarian, Halal): \_\_\_\_\_

### SERVICE FUNDING

#### CHSP

Staff \$ 50  
Volunteer nil  
Student nil

Out of Area  
(Not in Canterbury Bankstown and Inner West LGA)

#### Non CHSP

Staff \$ 70  
Volunteer \$ 20  
Student nil

Out of Area  
(Not in Canterbury Bankstown and Inner West LGA)

NB: Fees may vary. Please check course details for course fee.

See flyers for details.

#### How to Register

Please send your registration forms to STARS Training by email or fax:

Email: starstraining@4cs.org.au

Fax: 9740 6332

If you require any more information call STARS Training on (02) 9750 9344

### TERMS AND CONDITIONS

#### Priority of Access

CHSP service volunteers in the Local Government areas of Canterbury Bankstown and Inner West will be given registration priority.

#### Payment

STARS will send an invoice for the training to the organisation for payment within two weeks.

#### Confirmation

Confirmation of registration will be by phone or email. When a training session is fully booked a waiting list will be created.

#### Cancellations

STARS will attempt to ensure that all courses take place. However STARS reserves the right to alter or cancel any session/s if required. We will notify you as soon as possible.

#### Transfers

- Transfer between volunteers or staff from the same organisation are permitted for the same course.
  - Transfers to another course are only permitted when a course has been cancelled by STARS.
  - Non attendance of Registered Participants will incur the full fee if less than 5 working days notice not provided.
- Certificates of Attendance will be only be issued when a person attends the full training session.