



IEA College of TAFE

Registration Form

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Semester 1 Semester 2

ONLINE

ELA BEACH

LAE

NEW

CONTINUING

How did you learn about IEA College of TAFE

Facebook Instagram TV Newspaper Radio Others (Specify: _____)

COURSE DETAILS

Course Code: Course Title:

STUDENT DETAILS

Family Name: Given Name: Gender: (Male/Female)

(Please note: The name used on this enrolment form WILL be the name used to issued the students final certificate and transcript)

Date of Birth: Religion:

Nationality: Occupation:

Province: Employer:

Residential Address: Postal Address:

Phone Number: Email Address:

SPONSOR'S DETAILS

Sponsor's Name:

Contact Person: Designation:

Office Location: Postal Address:

Phone: Fax:

E-mail: Other No.:

PARENT DETAILS / EMERGENCY CONTACT

Name:

Address:

Phone: Fax:

E-mail: Other No.:

MEDICAL DETAILS

Preferred Doctor: Type of illness:

Work Phone: Mobile Phone:

Campus Location:
Corner of Ela Beach Road & Hunter Street
Downtown Port Moresby. NCD.
Papua new Guinea

IEA College of TAFE, Ela Beach Campus
PO Box 1025, Port Moresby, NCD
Phone: (675) 321 3022 Fax: (675) 321 0465
Email: enquiry@tafe.iea.ac.pg

Real Training for Real Jobs

www.ieatafepng.com

ACADEMIC HISTORY

Highest Level of Education Completed

School:	<input type="text"/>	Years at the school:	<input type="text"/>	Grade:	<input type="text"/>
School:	<input type="text"/>	Years at the school:	<input type="text"/>	Grade:	<input type="text"/>

WORK HISTORY

Briefly describe any work experience you have (attach extra paper if necessary)

ENROLMENT DETAILS

ALL FEES MUST BE PAID IN FULL PRIOR TO COMMENCEMENT OF CLASSES

N.B Sponsors are responsible for the payment of tuition fees.

All fee payments must be made payable to the Account name: **IEA PNG - IEA College of TAFE**. Account Number: **6007997545**

Bank: **Westpac**. Branch: **Port Moresby**. Swift Code: **WPACGPM**. BSB Number: **038004**

- | | |
|--|--|
| 1. <input type="checkbox"/> Enrolment fee K150 | 4. <input type="checkbox"/> Copy of Passport and Visa (new expatriate student) |
| 2. <input type="checkbox"/> Passport sized photo | 5. <input type="checkbox"/> Copies of certificate and academic transcript |

Agreements

- The school reserves the right to refuse re-enrolment if the student’s attitude or behavior is unsatisfactory.
- I agree that my name may be listed with the Credit Data Bureau if tuition fees are not paid.
- I have read and understand the refund and withdrawal policies.
- An administration fee of K400.00 is charged for any withdrawal within the first month.
- All fees will be forfeited if a student applies to withdraw after 4 weeks of the commencement of the Semester, regardless of whether or not the student has attended class.
- Students may only defer enrolment once from one semester to the following semester. Failure to attend the second semester will result in the forfeiture of all funds.

Sponsor’s Signature: Date:

Student’s Signature: Date:

ACCEPTANCE OF ENROLMENT	Office Use Only
Commencement Date: <input type="text" value="/ /"/>	Course: <input type="text"/>
[] All documents received	
Amount of payment received: K <input type="text"/>	Receipt #: <input type="text"/> Payment received Date: <input type="text" value="/ /"/>
Enrolment Accepted Date: <input type="text" value="/ /"/>	Entered Into Maze: Student <input type="text"/> Date: <input type="text" value="/ /"/>
Officer’s Name: <input type="text"/>	Signature: <input type="text"/>