

2016 Enrolment Form (International students only)



- Please complete form in block letters. Payment must accompany enrolment form.
- Australian and New Zealanders are to enrol online by logging in to www.anziif.com

Personal Details

Your Master ID (if you do not have a Master ID please create one at www.anziif.com/registration)

Given Name

Middle Name

Family Name

Date of Birth

Mobile

Business Phone

Email

Business Name

Please provide your job title

Business Street Address (A business street address is essential to receive all study materials)

Unit No./ Street No./ Street Name

Suburb/ Town

Country

State

Postcode

Examination Venue Arrangement

All examinations are conducted online.

All students (except China Mainland) have the option of choosing to sit their examination at their place of work. Exams completed at a workplace can be completed at any time throughout the exam day that is convenient for both the student and supervisor. To select this option, please tick "Own Supervisor" and complete page 2.

- Beijing Shanghai Port Moresby
 Chengdu Shenzhen
 Own Supervisor (Please complete page 2)

Chinese Language Option

Fill in this section only if you would like a Chinese language option for one of the specified General Insurance modules. Study Materials are written in both Chinese and English.

- Students will complete a Chinese language exam and assignment - to be submitted in Chinese

Informal Student Study Groups

- I wish to participate in an informal student study group and give ANZIIF permission to release my contact details to those students who will also participate in that study group.

Module Enrolments

First Enrolment - Module Name

Module Code (eg. FSI403)

Study Period (eg. SAP1, SBP2. Choose from pg3)

Examination Session: (please select one)

Please note: For ANZIIF exam venues, places for each session are limited. Priority will be given to those who enrol early. Exact exam times will be confirmed closer to the exam date.

- Session One Session Two Session Three Session Four
8:30am-10:30am* 11:00am-1:00pm** 1:30pm-3:30pm* 4:00pm-6:00pm**

* Available for China Mainland

** Not available for China Mainland

Second Enrolment - Module Name

Module Code (eg. GI403)

Study Period (eg. SAP1, SBP2. Choose from pg3)

Examination Session: (please select one)

Please note: For ANZIIF exam venues, places for each session are limited. Priority will be given to those who enrol early. Exact exam times will be confirmed closer to the exam date.

- Session One Session Two Session Three Session Four
8:30am-10:30am* 10:45am-12:45pm** 1:45pm-3:45pm* 4:00pm-6:00pm**

* Available for China Mainland

** Not available for China Mainland

Payment Details (Enrolments will not be processed without payment details)

Please debit my Credit Card (please tick)

- Amex Mastercard Visa

Card Number

Name on Credit Card

Expiry Date

Signature of Cardholder

International students pay in Australian dollars only.

My enrolment fee will be paid by (please tick):

- Cheque / Bankdraft Enclosed
 Bank Transfer (Date of transfer)

For Australian and International Students/Members:

Bank Name: NAB

BSB: 083-004

Account Number: 515117195

Swift Code: NATAAU3303M

Cheques to be made payable to Australian and New Zealand Institute of Insurance and Finance. Bank transfers often incur bank fees. Please ensure these fees are accounted for in your transfer.

Privacy Statement

ANZIIF stores your personal information for the purposes of providing education and membership services, improving and promoting its products and services, and meeting education regulatory reporting and compliance requirements. To review ANZIIF's full privacy policy go to www.anziif.com/privacy.

Many employers support their staff in their studies and are keen to know their progress. ANZIIF on occasions is asked to supply student results to employers. Please indicate if you do not wish to have your results released to your employer for this enrolment by emailing customerservice@anziif.com, quoting your Master ID, the name of the module and advising that you do not agree to ANZIIF releasing your results to your employer.

For Loss Adjusting Students Only

ANZIIF has been asked to forward contact details for Loss Adjusting students to the Australasian Institute of Chartered Loss Adjusters (AICLA). If you do not agree to your contact details being released to AICLA, please email customerservice@anziif.com quoting your Master ID and request your information not be released.

Withdrawing/Refund Policy

For information on the Institute's terms and conditions on withdrawing from studies and refunds on enrolment fees, please see www.anziif.com

Declaration

I declare that to the best of my knowledge the information supplied in this enrolment is correct and complete. I acknowledge that the provision of incorrect information or documentation relating to my enrolment may result in withdrawal of any offer of a place and that such withdrawal may take effect at any stage of the course, at the discretion of ANZIIF. I agree to abide by the Statutes, Rules and Regulations of ANZIIF.

Signature

Date

Please return this completed enrolment form with correct enrolment fee to the Australian and New Zealand Institute of Insurance and Finance.

Mail to: Level 7, 628 Bourke Street
Melbourne VIC 3000
Australia

Email to: customerservice@anziif.com

This acts as a tax invoice upon payment of the fee.
ABN 56 004 320 076

Supervisor Declaration



- Only fill in this page if you would like to sit your exam at your workplace with an appropriate supervisor
- The supervisor is required to fill in all sections on this page

A suitable supervisor is an independent and trusted person such as

1. Human Resources or Training Manager
2. A current qualified member of the Australian and New Zealand Institute of Insurance and Finance
3. A teacher or person working in the education field
4. A workplace manager to whom you do not directly report.

Your supervisor cannot be a current student of ANZIIF or a member of your family or a friend and ANZIIF must approve your nominated supervisor.

Student Details

Full name or Master ID of the student/s you are supervising

Your Details

Your Master ID (if you do not have a Master ID please create one at www.anziif.com/apply)

Given Name

Middle Name

Family Name

Date of Birth

Business Phone

Home Phone or Mobile

Email

Position/Title

Business Street Address (Please complete if changed since last supervision)

Venue or Company Name

Unit No./ Street No./ Street Name

Suburb/ Town

Country

State

Postcode

Examination Venue Details (if different from above)

Venue or Company Name

Unit No./ Street No./ Street Name

Suburb/ Town

Country

State

Postcode

Privacy Statement

The Australian and New Zealand Institute of Insurance and Finance (ANZIIF) collects and stores your personal information for the purposes of providing membership services, providing education and training programs, improving and promoting products and services, meeting education regulatory reporting and compliance requirements, and promoting your membership status in various ways. If ANZIIF does not collect your information, it may not be able to carry out these purposes properly. For full details of ANZIIF's Privacy Policy, refer to our website at www.anziif.com/privacy

Compulsory Declaration

I agree to act as an Examination Supervisor. I confirm that I have read and understood the examination supervision guidelines and that I accept the responsibilities described therein my capacity as an examination supervisor. I confirm that I have arranged for an appropriate venue for the examination(s) to take place. I confirm that the information provided by me in this form is, in all respects correct and completed to the best of my knowledge and belief that I am not related to, do not reside with nor work directly with examination candidate. I understand that ANZIIF representative can attend any examination sitting without notice.

Signature

Date

Please return this completed supervisor declaration with page 1 to the Australian and New Zealand Institute of Insurance and Finance.

Mail to:

Level 7, 628 Bourke Street
Melbourne VIC 3000
Australia

Email to:

customerservice@anziif.com

ACADEMIC CALENDAR

Semester Study*

Study Period 1

Stream A Starts January 2016

28/01	Study Period Commences
08/03	Enrolment Change Cut-off
31/03	Exam
14/04	Exam Results
14/04	Assignment Due
10/05	Results

Stream B Starts March 2016

03/03	Study Period Commences
19/04	Enrolment Change Cut-off
05/05	Exam
19/05	Exam Results
19/05	Assignment Due
14/06	Results

Study Period 2

Stream A Starts May 2016

12/05	Study Period Commences
13/07	Enrolment Change Cut-off
21/07	Exam
04/08	Exam Results
28/07	Assignment Due
23/08	Results

Stream B Starts July 2016

14/07	Study Period Commences
25/08	Enrolment Change Cut-off
15/09	Exam
29/09	Exam Results
29/09	Assignment Due
25/10	Results

Study Period 3

Stream A Starts August 2016

25/08	Study Period Commences
06/10	Enrolment Change Cut-off
27/10	Exam
10/11	Exam Results
10/11	Assignment Due
06/12	Results

Stream B Starts November 2016

10/11	Study Period Commences
22/12	Enrolment Change Cut-off
24/01/17	Exam
09/02/17	Exam Results
09/02/17	Assignment Due
07/03/17	Results

* Semester Study is available according to the above calendar. ANZIIF Skills Units are available at multiple points throughout the year. For more information please visit www.anziif.com