

MAXIS Solutions - Training Centre

208/3-9 Spring Street, Chatswood NSW 2067
 Murrays Arcade, 127-133 Burwood Rd, Burwood NSW
 561 Kingsway Miranda NSW 2228
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 www.maxissolutions.com.au Email: info@maxissolutions.com.au
 RTO – 423398 NTIS – 91428

Enrolment Form

➔ FAX Back to 9410 1881

First Name _____ Surname _____

Address _____

Suburb _____ Postal Code _____

Phone Home _____ Phone Work _____

Phone Mobile _____ Email _____

Company or Job Network (if applicable) _____

Company or Job Network Contact Person _____

Who will be paying for your course? _____

Course Enrolment - tick

- | | | |
|--|--|--|
| <input type="checkbox"/> Windows Beginners | <input type="checkbox"/> MS Word | <input type="checkbox"/> Excel |
| <input type="checkbox"/> Internet | <input type="checkbox"/> Emails | <input type="checkbox"/> Burning CD |
| <input type="checkbox"/> MYOB – Company Setup | <input type="checkbox"/> MYOB – day-to-day transactions | <input type="checkbox"/> Touch Typing |
| <input type="checkbox"/> PowerPoint | <input type="checkbox"/> Desktop Publishing | <input type="checkbox"/> UPSKILL to Win 7 & 2007 |
| <input type="checkbox"/> Retail Selling 1 or 2 | <input type="checkbox"/> Call Centre Training 1, 2, 3, 4 | |
-
- | | |
|--|---------------------|
| <input type="checkbox"/> Certificate II in Customer Contact | Notes & RPL details |
| <input type="checkbox"/> Certificate II in Business | |
| <input type="checkbox"/> Certificate II in IT | |
| <input type="checkbox"/> Certificate III in IT | |
| <input type="checkbox"/> Certificate IV Frontline Management | |
| <input type="checkbox"/> Certificate IV in Small Business | |
| <input type="checkbox"/> Certificate IV in Training and Assessment* on behalf of another RTO | |
| <input type="checkbox"/> Certificate IV in Project Management | |
- Miranda Burwood Chatswood

Other courses you would like to be made available: _____

Do you have a computer at home? Yes No Do you have access to a printer? Yes No

Are you connected to the internet? Yes No

How did you hear about Maxis Solutions: _____

Signature _____ Date: _____

Payment Method

Company to pay Jobnetwork Employment Service to pay Personal Payment

Cash Cheque MasterCard Visa

Card number

Name on card _____ Expiry date /

CCV Number (On back of Card) _____

Card Holder Signature _____ Date: _____

Office Use Only
 Staff Member who serviced the enrolment process _____

Course Commencement Date _____ Course Completion Date _____
 Entered into Database date _____ Invoice / Receipt number _____