



Dual Qualification Request Form

Personal Details

Title: Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Other <input type="checkbox"/>
Family Name:
Given Name:
Student Number:
Current Course:
Contact Number:
Address:
E-mail:
Please tick the box for the additional qualification you would like to obtain:
<input type="checkbox"/> Advanced Diploma of Leadership & Management (\$250.00 fee applicable)
<input type="checkbox"/> Advanced Diploma of Community Sector Management (\$550.00 fee applicable)

Enrolment into the Dual Qualification is subject to the following conditions:

- (i) The student must already be enrolled into and studying one of the courses named above (“the initial course”);
- (ii) FULL international or domestic fees have already been paid for the initial course;
- (iii) Students are not able to enrol into a Dual Qualification portion where they have not paid their full international or domestic fees for their initial course
- (iv) Students are not able to enrol into a Dual Qualification if they are currently on an intervention strategy or Notice of Intention to Report (for any reason) for their initial course
- (v) Enrolment into the dual qualification is not guarantee that the qualification will be issued – the student must ensure all relevant additional units are successfully completed (if applicable)
- (vi) The additional fee must be paid in full in one instalment. No instalment plans are available. No refunds are given for any reason once payment has been made to WAIFS.
- (vii) I understand that, if approved, a Conformation of Enrolment (CoE) will be issued in PRISMS for the second course. This will automatically notify the Department of Home Affairs (DoHA) that I am studying a dual qualification at WAIFS.
- (viii) The CoE will be issued for a 2 week period.
- (ix) The CoE will be dated equivalent to the last 2 weeks of the CoE for my current course.
- (x) All work for my dual qualification must be finished within these dates. If any additional work is not submitted for assessment and deemed satisfactory, additional fees will be payable.

By signing this form, you acknowledge that you have read and understand the above-mentioned conditions.

Student Signature:	Date:
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