

HOW TO ENROLL

Please complete **ALL sections** of the enrollment form using either black or dark blue pen.

PLEASE READ THIS PAGE VERY CAREFULLY TO AVOID MAKING MISTAKES WHEN FILLING IN AND RETURNING TO SMART BOWEN.

If a question is not applicable to you please indicate by writing N/A in the appropriate box.

The policies and procedures are posted on our website at www.smartbowen.com for you to read through prior to signing your application. They are accessed from the home page via the "Policies" button.

Please indicate if you are able to bring a treatment table with you to class if you are attending a Bowen Therapy for People Seminar by ticking the appropriate Box.

Please select the course that you wish to enroll in by placing a tick in the box along side of the description.

Remember to indicate which state or states you are prepared to attend training intensives.

Please ensure that you have signed the form in the appropriate place before submitting to Smart Bowen Pty Ltd.

Payment Options:

Payment is to be made at the time of enrolment. If enrolling more than 4 weeks prior to a course payment options should still be filled in. Smart Bowen may reserve the right not to process your application form until the due date though.

If you are unsure about how much to pay please contact the Smart Bowen Office for further information on: 03) 5429 2010 or by email: info@smartbowen.com

Payment can be made by cheque, money order, cash, electronic transfer or credit card.

Cheques are to be made payable to: Smart Bowen Pty Ltd.

Electronic transfers should be sent to the account listed on the payment sheet. (see page 3 of the enrolment form)

Once completed post the enrolment form **PAGES 6 TO 9** and a payment (if paying by cheque) to:

Smart Bowen Pty Ltd

P.O. Box 198

Lancefield

Victoria 3435

Alternatively Fax to: 03) 5429 2022

COURSE FEES - BOWEN THERAPY FOR PEOPLE

Bowen Essentials - Introduction / Bowen Therapy for People

Module 1 2 Days \$380.00 Due with application
 Training Intensive / Bowen Moves and Theory

Bowen Essentials - Home Use / Bowen Therapy for People. *The first 3 Modules make up the home user program*

Module 2 2 Days \$440.00 Due 4 weeks in advance
 Training Intensive / Bowen Moves / Theory and Revision

Module 3 3 Days \$660.00 Due 4 weeks in advance
 Training Intensive / Bowen Moves / Theory and Revision

Certificate IV in Bowen Therapy consists of Modules 1 to 5 + assessment on day one of Unit 6, in addition the student may be required to complete Anatomy & Physiology and Common Competencies

(Please note that the fees below indicate only the Bowen Modules. Students may need to contact the office of Smart Bowen for further information on these additional units as they may be subject to Recognized Prior Learning).

Module 4 3 Days \$660.00 Due 4 weeks in advance
 Training Intensive / Bowen Moves / Theory and Revision

Module 5 3 Days \$660.00 Due 4 weeks in advance
 Training Intensive / Bowen Moves / Theory and Revision

Module 6 3 Days \$660.00 Due 4 weeks in advance
 Training Intensive / Bowen Moves / Theory and Revision

Diploma of Bowen Therapy consists of Modules 1 to 8 which includes all assessments + in addition the student will be required to complete Anatomy & Physiology and Common Competencies

(Please note that the fees below indicate only the Bowen Modules. Students may need to contact the office of Smart Bowen for further information on these additional units as they may be subject to Recognized Prior Learning).

Module 7 3 Days \$660.00 Due 4 weeks in advance
 Training Inten. / Adv. Bowen Moves / Theory and Revision

Module 8 3 Days \$660.00 Due 4 weeks in advance
 Training Inten. / Adv. Bowen Moves / Theory and Revision

Post Graduate SMART BOWEN® Therapy for People Seminars are available to people trained in ALL interpretations of Bowen Therapy that are recognised by the Bowen Therapists Federation of Australia Inc

Post Graduate Therapy for People Seminar 1 Day \$220.00 Due 4 weeks in advance

Post Graduate Seminars consist of 6 units - each covered over 1 day = 6 days in total.
(Units may be delivered individually or in total)

E.g. 3 Days \$660.00 Due 4 weeks in advance
 E.g. 6 Days \$1320.00 Due 4 weeks in advance

COURSE FEES - BOWEN THERAPY FOR EQUINES

Equine Essentials - Introduction - Home Use / Bowen Therapy for Horses. The first 4 Modules make up the home user program and is the first training intensive for the Diploma Program.

Modules 1 to 4 4 Days \$1000.00 Due with application
 Training Intensive / Bowen Moves and Theory

Text Book - Goody, Horse Anatomy \$60.00 including postage and handling

(This text book is mandatory for the Equine Essentials Program and is available through Smart Bowen)

Diploma of Equine Bowen Therapy consists of Modules 1 to 7 which includes all assessments + in addition the student will be required to complete Anatomy and Physiology and Common Competencies

(Equine Essentials is the first training intensive in the Diploma program. Please note that the fees below indicate only the Bowen Modules, additional to the overall program will be Anatomy and Physiology and Common Competencies. Students will need to contact the office of Smart Bowen for further information on these additional units as they may be subject to Recognized Prior Learning).

Module 5 4 Days \$1000.00 Due 4 weeks in advance
 Training Inten. / Adv. Bowen Moves / Theory and Revision

Module 6 4 Days \$1000.00 Due 4 weeks in advance
 Training Inten. / Adv. Bowen Moves / Theory and Revision

Module 7 2 Days \$500.00 Due 4 weeks in advance
 Training Inten. / Bowen Revision and Final Assessment

Text Book - Goody, Horse Anatomy \$60.00 including postage and handling

(This text book is mandatory for the Diploma Program and is available through Smart Bowen)

COURSE FEES - BOWEN THERAPY FOR SMALL ANIMALS

Small Animal Essentials - Introduction to Bowen Therapy for Small Animals. This Module makes up the home user program and is the first training intensive for the Certificate IV Program.

Module 1 2 Days \$500.00 Due with application
 Training Intensive / Bowen Moves and Theory

Text Book - Goody, Dog Anatomy \$60.00 including postage and handling
 (This text book is mandatory for the Small Animal Essentials Program and is available through Smart Bowen)

Certificate IV in Small Animal Bowen Therapy consists of Modules 1 to 5 which includes all assessments + in addition the student may be required to complete Anatomy and Physiology and Common Competencies

(Please note that the fees below indicate only the Bowen Modules, additional to the overall program will be Anatomy and Physiology and Common Competencies. Students may need to contact the office of Smart Bowen for further information on these additional units as they may be subject to Recognized Prior Learning).

Module 2 3 Days \$750.00 Due 4 weeks in advance
 Training Inten. / Adv. Bowen Moves / Theory and Revision

Modules 3 to 4 3 Days \$750.00 Due 4 weeks in advance
 Training Inten. / Adv. Bowen Moves / Theory and Rev.

Module 5 2 Days \$500.00 Due 4 weeks in advance
 Training Inten. / Bowen Revision and Final Assessment

Text Book - Goody, Dog Anatomy \$60.00 including postage and handling
 (This text book is mandatory for the Small Animal Certificate IV Program and is available through Smart Bowen)

Post Graduate SMART BOWEN® Therapy for Small Animal Seminars are available to people trained in ALL interpretations of Bowen Therapy that are recognised by the Bowen Therapists Federation of Australia Inc. This seminar is also available to Veterinarians. (Professionals Program – may be subject to entry requirements)

Post Graduate Therapy for People Seminar 3 or 4 Days \$1000.00 Due 4 weeks in advance
 (Number of days the seminar is delivered over may vary due to class size)

Text Book - Goody, Dog Anatomy \$60.00 including postage and handling
 (This text book is mandatory for the Post Graduate Program and is available through Smart Bowen)

COURSE FEES - HUMAN ANATOMY AND PHYSIOLOGY

The Smart Bowen Pty Ltd Anatomy and Physiology course is presented in 4 units and are designed to give you the underpinning knowledge required in the Health Training Package. *(For further details on this course please contact the Smart Bowen Office).*

Unit Name:

Anatomy and Physiology 1	\$200.00
Anatomy and Physiology 1 and "The Massage Connection" textbook inclusive	\$330.00
Anatomy and Physiology 2	\$200.00
Anatomy and Physiology 3	\$200.00
Anatomy and Physiology 4	\$200.00
Anatomy and Physiology Units 1 to 4 inclusive	\$800.00
Anatomy and Physiology Units 1 to 4 and "The Massage Connection" textbook inclusive	\$930.00
"The Massage Connection" textbook only	\$130.00

EQUINE & SMALL ANIMAL ANATOMY AND PHYSIOLOGY

Smart Bowen do not provide Anatomy and Physiology courses at present, both of these are outsourced via Tamworth TAFE. *(For further information please contact the office of Smart Bowen).*

The human program outlined above may be undertaken to meet the requirement for both the Diploma of Equine Bowen Therapy and the Certificate IV in Small Animal Bowen Therapy.

NOTE: If the student is planning to undertake studies in either of the two core Animal Bowen Programs and at a later date decides to take additional studies in the People Bowen Programs, then we strongly advise the student to complete the Human Anatomy and Physiology course as this will be a requirement. Animal Anatomy and Physiology will not be accepted for People Bowen Programs, however Human Anatomy and Physiology will be accepted for the Animal Bowen Programs.

COURSE FEES - COMMON COMPETENCIES

For more information please contact the Smart Bowen Office as some or all of the Common Competencies may be offset via RPL by previous experience, practical knowledge, education attained. The Common Competencies vary slightly between human, equine and small animal programs. Smart Bowen do offer each of the competencies in module format via correspondence or they may be attained by attendance at a 2 to 3 day training intensive offered by Smart Bowen.

RPL KITS FOR HUMAN, EQUINE & SMALL ANIMAL

For more information please contact the Smart Bowen Office as these may be offset via RPL by previous experience, practical knowledge, education attained. If you would like a RPL Kit contact Smart Bowen and one will be forwarded to you via email, by downloading of the webpage, or mail (there will be small charge added to the processing fee if posting out).

PERSONAL DETAILS

Title Surname

First Name Middle Name

Former Surname (if applicable) Preferred Name

Date of Birth / / Age Gender

HOME ADDRESS

Street City/Town/Suburb

State Post code

POSTAL ADDRESS

Street / P.O. Box No City/Town/Suburb

State Post code

Phone: AH Business Hours Mobile

Email Address Can we contact you regarding your studies via email?
 YES NO

DISABILITIES

Do you have any disabilities? (Please tick appropriate box or boxes)

Yes, please indicate below your disability No

Hearing Learning Mobility Vision Medical

Other (Please specify) _____

EQUIPMENT

If enrolling in a Bowen Therapy for People class, are you able to bring a treatment table?

YES NO

NEXT OF KIN DETAILS

First Name _____ Surname _____
 Relationship _____
 Phone _____ Mobile _____
 Address _____ State _____ Post Code _____

EDUCATION

What is the highest level of education obtained by you? (Please tick appropriate box or boxes)

<input type="checkbox"/> Completed post-graduate course	<input type="checkbox"/> Completed bachelor level course
<input type="checkbox"/> Completed higher education sub-degree course	<input type="checkbox"/> Completed other qualification or competence
<input type="checkbox"/> Completed VET / TAFE award course	<input type="checkbox"/> Completed final year of secondary education
<input type="checkbox"/> An incomplete higher education course	<input type="checkbox"/> No prior education attainment

Year last enrolled _____ name of school/higher education provider _____

EMPLOYMENT

Which of the following best describes you? (Please tick appropriate box or boxes)

<input type="checkbox"/> Employee	<input type="checkbox"/> Self-employed
<input type="checkbox"/> Unemployed - seeking work	<input type="checkbox"/> Not employed - not seeking work

What is your current occupation _____

PLEASE INDICATE PAYMENT METHOD

Cheque Money Order Cash Electronic transfer

To - Smart Bowen Pty Ltd Bendigo Bank BSB: 633 000 A/C No: 1300 20472

Credit Card: Master Card Visa Bank Card

Card No:

Expiry date: /

Security numbers on rear of card: Amount \$.....

Card holder name:

Signature: Date:/...../.....

TICK THE BOX FOR COURSE OR MODULE OF ENROLMENT

- Bowen Essentials - Introduction / Bowen Therapy for People - (Module 1)
- Bowen Essentials - Home Use / Bowen Therapy for People - (Module 1 to 3)
- Certificate IV in Bowen Therapy - (Modules 1 to 5 plus assessment day 1 of Unit 6)
- Diploma of Bowen Therapy - (Modules 1 to 8)
- Post Graduate SMART BOWEN® Therapy for People Seminar

- Equine Essentials - Introduction - Home Use / Bowen Therapy for Horses - (Modules 1 to 4)
- Diploma of Equine Bowen Therapy - (Modules 1 to 7)

- Small Animal Essentials - Introduction / Bowen Therapy for Small Animals (Module 1)
- Certificate IV in Small Animal Bowen Therapy - (Module 1 to 5)
- Post Graduate SMART BOWEN® Therapy for Small Animals

LOCATION

In which state would you prefer to attend the course? (Please tick the appropriate box)

- Victoria South Australia Western Australia
- NSW Queensland Other

Please nominate second state of preference: _____

PRIOR BOWEN THERAPY TRAINING - POST GRADUATES MUST COMPLETE THIS PART

Have you completed an anatomy and physiology course? (Please tick appropriate box or boxes)

- YES NO

Please attach a copy of your certificate of completion or statement of attendance.

List the Bowen Therapy training have you completed and when (date)

- _____ Date _____
- _____ Date _____
- _____ Date _____
- _____ Date _____

PRIVACY

In compliance with the Privacy Act (Private Sector) 1998, the information requested on this form will be used for purposes associated with your enrolment only.

POLICY

The Smart Bowen Therapy Policies and Procedures Handbook is available by request from the Smart Bowen Pty Ltd office, or is available at our website: www.smartbowen.com and must be read, understood and accepted at the time of enrolment. The Cancellation and Refunds Policy is repeated below for your convenience.

Cancellation and Refunds Policy

Fees are charged for students withdrawing from a course of study under some circumstances.

3.4 Refunds Policy

- 3.4.1 Smart Bowen Pty Ltd., will refund any fees paid by a student, less a one hundred dollar (\$100.00) administration fee, provided that the student gives notice of their withdrawal from the course a minimum of twenty one (21) days prior to its commencement date.
- 3.4.2 Students withdrawing from a course less than twenty one (21) days prior to the commencement date are not entitled to a refund.
- 3.4.3 Smart Bowen Pty Ltd., will refund any fees paid by a student, less a one hundred dollar (\$100.00) administration fee, when extenuating circumstance prevent the student from attending the course.
- 3.4.4 Smart Bowen Pty Ltd., will refund all fees paid by a student, if the company is unable to provide the training program the student has applied to attend.
- 3.4.5 If a training program is cancelled after it has commenced by Smart Bowen Pty Ltd., students will be refunded any amount that has been paid in advance for modules of the course not yet presented.

DECLARATION

I, _____ hereby declare that:

Please print full name

1. The information provided in this form is correct and complete.
2. The Smart Bowen Therapy Policy and Procedures have been made available to me and I have read, understood and accepted these conditions of my enrolment.

Students Signature: _____ Date: _____

Please Note: If students are under the age of 18 their parent or guardian need to sign on behalf of the student. Students under 18 are eligible for enrolment in any Smart Bowen program (however conditions apply and Smart Bowen reserve the right to refuse entry).

Parent/Guardian Signature: _____ Date: _____

Relation to: _____ Address: _____

_____ State: _____ Post Code: _____ Ph: _____

Mobile: _____ Email: _____