



JUST LEGAL PTY LTD

## Jobs and Training

Specialists in Legal Management and Support Staff Personnel  
Legal Administrative & Secretarial Training Courses

Member RCSA ACN 006 663 485

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DX 632 Melbourne

Telephone: (03) 9909 7723

Facsimile: (03) 9629 6212

E-mail: [info@jobsandtraining.com.au](mailto:info@jobsandtraining.com.au)

### COMBINED ENROLMENT FORM

Name

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Address

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Telephone

(h)

(w)

(m)

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Email

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Date of

Application

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**1. Choose a course & commencement date (if applicable)**

**Diploma of Legal Services (BSB50110) – Correspondence**

**Certificate IV in Legal Services (BSB40110) – 15 weeks**  
(full time – Wednesday to Friday)

1 February 2012

**Certificate IV in Legal Services (BSB41207) - Correspondence**

**Certificate III in Business Administration (Legal) (BSB31007) -**  
Correspondence

**Certificate II of Business - Correspondence**

**Legal Secretarial Course - Correspondence**

## 2. Fees:

*Please make all cheques payable to Just Legal Pty Limited*

<b>Diploma of Legal Services</b>	<b>\$3,000.00</b>	
<input type="checkbox"/> Initial deposit of \$500.00 payable with this Enrolment Form and a further 5 payments of \$500.00 to be paid		<input type="checkbox"/>
<input type="checkbox"/> Initial deposit of \$500.00 payable with this Enrolment Form and a further 10 payments of \$250.00 to be paid		<input type="checkbox"/>
<input type="checkbox"/> By credit card (see details below)		
<b>Certificate IV in Legal Services</b>	<b>\$3,000.00</b>	
<input type="checkbox"/> Initial deposit of \$500.00 payable with this Enrolment Form and a further 5 payments of \$500.00 to be paid		<input type="checkbox"/>
<input type="checkbox"/> Initial deposit of \$500.00 payable with this Enrolment Form and a further 10 payments of \$250.00 to be paid		<input type="checkbox"/>
<input type="checkbox"/> By credit card (see details below)		
<b>Certificate III of Business Administration (Legal)</b>	<b>\$2,500.00</b>	
<input type="checkbox"/> Initial deposit of \$500.00 payable with this Enrolment Form and a further 4 payments of \$500.00 to be paid		<input type="checkbox"/>
<input type="checkbox"/> Initial deposit of \$500.00 payable with this Enrolment Form and a further 8 payments of \$250.00 to be paid		<input type="checkbox"/>
<input type="checkbox"/> By credit card (see details below)		
<b>Certificate II of Business - Correspondence</b>	<b>\$2,000.00</b>	
<input type="checkbox"/> Initial deposit of \$500.00 payable with this Enrolment Form and a further 3 payments of \$500.00 to be paid		
<input type="checkbox"/> Initial deposit of \$500.00 payable with this Enrolment Form and weekly payments of \$100.00 to be paid for 15 weeks		
<input type="checkbox"/> Austudy Payments (deposit of \$300.00 and weekly payments of \$100.00 until full amount paid)		<input type="checkbox"/>
<input type="checkbox"/> Grant or Voucher : _____		
<input type="checkbox"/> By credit card - full amount (see details below)		
<input type="checkbox"/> By credit card (instalments ) – tick instalment option above (see details below)		
<b>Legal Secretarial Course - Correspondence</b>	<b>\$700.00</b>	
<input type="checkbox"/> Full fee payable by cheque with this Enrolment Form		
<input type="checkbox"/> Initial deposit of \$_____ payable with this Enrolment Form and a further payments to be made over duration of course		<input type="checkbox"/>
<input type="checkbox"/> By credit card (see details below)		

### 3. *Credit Card Information*

Bankcard       Mastercard       Visa

Cardholder's Name: \_\_\_\_\_

Card Number : \_\_\_\_\_

Expiry Date: \_\_\_\_/\_\_\_\_      Amount: \$\_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_