# **Course Enrolment Form**

Please type or write details clearly. All sections must be completed.



# Workplace Trainer Certificate

Train and mentor the next generation of industry talent and craftspeople. Our online training module will help you study the theory of being a successful workplace trainer. Complete the module, obtain signed attestations, and you're Certified!

#### Learn to:

- Communicate effectively, confidently, clearly and concisely
- Mentor Learners
- Train Apprentices
- Verify Assessments
- Provide Support

#### **Course Duration:**

This is a short on-line course of 20-30 minutes duration.

Certified Trainers receive yearly ongoing PD from MAST Academy.

As part of MAST Academy's commitment to workplace trainers and up-skilling of the industry, this course will also improve mentoring, coaching, outcomes and completions for apprentices.

#### Programme Cost:

The training fee for this programme is \$150 including GST, for all learner applications.

## Enrolment

Company name:			
Name of new workplace trainer:			
New workplace trainer DOB:	Mobile:	Email:	

### Please answer the following questions: (Please select one)

Are you a foreperson or first line manager or supervisor: Yes No

What (if any) is the highest qualification you have:

# Terms and Conditions

By enrolling the company/business agrees to pay the invoice for the programme course fee in advance of the workshop. All companies will be invoiced from MAST.

If you withdraw in less than 7 days after your enrolment has been accepted you can apply for a full refund less a 20% administration fee. Withdrawal must be in writing/by email to **lesley.southwick@mastacademy.com** 

#### ${\it Send your enrolment form to lesley. southwick @mastacademy.com}$